

REGULAR COUNCIL MEETING – AGENDA

VILLAGE OF ANMORE

Agenda for the Regular Council Meeting scheduled for
Tuesday, February 7, 2017 in Council Chambers at
Village Hall, 2697 Sunnyside Road, Anmore, BC



1. Call to Order

2. Approval of the Agenda

Recommendation: That the agenda be approved as circulated.

3. Public Input

Note: The public is permitted to provide comments to Council on any item shown on this meeting agenda. A two-minute time limit applies to speakers.

4. Delegations

5. Adoption of Minutes

page 1

(a) **Minutes of the Regular Council Meeting held on January 24, 2017**

Recommendation: That the Minutes of the Regular Council Meeting held on January 24, 2017 be adopted as circulated.

6. Business Arising from Minutes

7. Consent Agenda

8. Items Removed from the Consent Agenda

9. Legislative Reports

10. Unfinished Business

11. New Business

page 8

(a) **Anmore Community Grant Requests (2017)**

Report dated February 2, 2017 from the Chief Administrative Officer is attached.

Recommendation: That Council waives [Anmore Procedure Bylaw No. 541-2016](#), to permit applicants to present their requests and respond to questions of Council.

12. **Mayor's Report**

13. **Councillors Reports**

14. **Chief Administrative Officer's Report**

15. **Information Items**

(a) **Committees, Commissions, and Boards – Minutes**

page 82

- Protective Services Committee Meeting Minutes of May 12, 2016

(b) **General Correspondence**

page 85

- Letter dated January 25, 2017 from Ripe Holdings Inc. regarding application to the Passenger Transportation Board for 150 new taxi licenses. (letter only; attachments available online at <https://anmore.civicweb.net/filepro/documents/1874?preview=1881>.)

16. **Public Question Period**

Note: The public is permitted to ask questions of Council regarding any item pertaining to Village business. A two-minute time limit applies to speakers.

17. **Adjournment**

REGULAR COUNCIL MEETING – MINUTES

VILLAGE OF ANMORE

Minutes of the Regular Council Meeting held on Tuesday,
January 24, 2017 in Council Chambers at Village Hall,
2697 Sunnyside Road, Anmore, BC



ELECTED OFFICIALS PRESENT

Mayor John McEwen
Councillor Ryan Froese
Councillor Ann-Marie Thiele
Councillor Paul Weverink

ELECTED OFFICIALS ABSENT

Councillor Kim Trowbridge

OTHERS PRESENT

Juli Kolby, Chief Administrative Officer
Christine Milloy, Manager of Corporate Services
Jason Smith, Manager of Development Services

1. Call to Order

Mayor McEwen called the meeting to order at 7:00 p.m.

2. Approval of the Agenda

It was MOVED and SECONDED:

R6/2017

"THAT THE AGENDA BE APPROVED AS CIRCULATED."

CARRIED UNANIMOUSLY

3. Public Input

Nil

4. Delegations

(a) Real Acts of Caring Club

Five representatives presented information regarding Real Acts of Caring Week, and asked the Village to advertise RAC Week on its sign boards.

It was MOVED and SECONDED:

R7/2017

"THAT, WHEREAS, REAL ACTS OF CARING (RAC) IS DOING SOMETHING NICE FOR A COMPLETE STRANGER WITHOUT EXPECTING ANY REWARD. IT IS THE EXPRESSION OF OUR EMPATHY AND COMPASSION FOR ONE ANOTHER;

AND WHEREAS, THE DAILY ACTS OF CARING AND KINDNESS OF MOST OF THE CITIZENS OF ANMORE OFTEN GO UNRECOGNIZED;

AND WHEREAS, BY RECOGNIZING THESE DAILY ACTS OF CARING AND KINDNESS DURING THIS WEEK, ALL CITIZENS OF ANMORE WILL BECOME MORE AWARE OF BEING KIND TO OTHERS THROUGHOUT THE YEAR;

AND WHEREAS, BY RECOGNIZING THESE ACTS OF CARING AND KINDNESS DURING THIS WEEK, EVERYONE WILL BE ENCOURAGED TO PARTICIPATE IN MAKING ANMORE A KINDER, SAFER AND BETTER PLACE TO LIVE;

AND WHEREAS, A CARING AND KINDNESS WEEK IS BEING OBSERVED IN MANY CITIES, VILLAGES AND TOWNS ACROSS THIS NATION;

NOW THEREFORE, I, JOHN MCEWEN, MAYOR OF THE VILLAGE OF ANMORE, DO HEREBY PROCLAIM THE WEEK OF FEBRUARY 12 TO 18, 2017 AS REAL ACTS OF CARING WEEK AND I ENCOURAGE EVERYONE TO PARTICIPATE IN SPREADING AND PRACTICING GENEROSITY, PATIENCE, AND CONSIDERATION OF OTHERS AT ALL TIMES IN ORDER TO CREATE A BETTER, KINDER, SAFER AND MORE PEACEFUL COMMUNITY."

CARRIED UNANIMOUSLY

(b) Anmore Heritage Society

Lynn Burton, Society representative, presented information regarding a grant opportunity, and requested that Council agree to have the Village to submit a grant application for the BC - Canada 150 grant, prepared by Anmore Heritage Society.

It was MOVED and SECONDED:

R8/2017 **"THAT COUNCIL AUTHORIZE STAFF TO SUBMIT THE 'BRITISH COLUMBIA | CANADA 150: CELEBRATING BC COMMUNITIES AND THEIR CONTRIBUTIONS TO CANADA' GRANT APPLICATION PREPARED BY THE ANMORE HERITAGE SOCIETY ON BEHALF OF THE VILLAGE IN COLLABORATION WITH THE ANMORE HERITAGE SOCIETY, LIMITING STAFF INVOLVEMENT TO A COUPLE OF HOURS; AND THAT A CASH MATCHING PORTION IS NOT AVAILABLE AT THIS TIME; AND THAT THERE IS NO CONFLICT WITH PRIOR SUBMISSIONS FOR IN-KIND CONTRIBUTIONS."**

CARRIED UNANIMOUSLY

5. Adoption of Minutes

(a) Minutes of the Regular Council Meeting held on January 10, 2017

It was MOVED and SECONDED:

R9/2017 **"THAT THE MINUTES OF THE REGULAR COUNCIL MEETING HELD
ON JANUARY 10, 2017 BE ADOPTED AS CIRCULATED."**

CARRIED UNANIMOUSLY

6. Business Arising from Minutes

Nil

7. Consent Agenda

It was MOVED and SECONDED:

R10/2017 **"THAT COUNCIL ADOPTS THE CONSENT AGENDA EXCLUDING
ITEMS 7A AND 7B."**

CARRIED UNANIMOUSLY

(c) *Metro Vancouver 2040: Shaping our Future* Amendment – Sewerage Extension Provisions

R11/2017 **"THAT COUNCIL RECEIVES THE LETTER DATED NOVEMBER 10,
2016 FROM METRO VANCOUVER REGARDING *METRO
VANCOUVER 2040: SHAPING OUR FUTURE* AMENDMENT –
SEWERAGE EXTENSION PROVISIONS; AND THAT THE LETTER BE
REFERRED TO STAFF FOR REVIEW AND RESPONSE."**

ADOPTED ON CONSENT

(d) ShakeAlarm Earthquake Early Warning System

R12/2017 **"THAT COUNCIL RECEIVES THE LETTER DATED JANUARY 12, 2017
FROM WEIR-JONES ENGINEERING CONSULTANTS LTD.
REGARDING SHAKEALARM EARTHQUAKE EARLY WARNING
SYSTEM; AND THAT THE LETTER BE REFERRED TO STAFF FOR
REVIEW AND RESPONSE."**

ADOPTED ON CONSENT

8. Items Removed from the Consent Agenda

(a) Anmore Parks and Recreation Committee Meeting held September 15, 2016

It was MOVED and SECONDED:

R13/2017

“THAT THE VILLAGE IDENTIFY LOCATIONS AT BUS STOPS AND ALONG COMMUNITY TRAILS FOR BENCH LOCATIONS, AND GIVE US A ROUGH NUMBER TO PROCEED WITH LOOKING INTO A MEMORIAL BENCH PROGRAM, CHARGES, HOW MANY BENCHES WE COULD OFFER TO PEOPLE, THEN PUT IT OUT TO THE COMMUNITY, AND LOCATE THOSE BENCHES IN THE AREAS THAT WE IDENTIFIED.”

CARRIED UNANIMOUSLY

(b) 2016 Invasive Plant Management on Village of Anmore Property

It was MOVED and SECONDED:

R14/2017

“THAT COUNCIL RECEIVES THE 2016 VILLAGE OF ANMORE PLANT MANAGEMENT 2016 REPORT FROM INVASIVE SPECIES COUNCIL OF METRO VANCOUVER; AND THAT THE REPORT BE REFERRED TO STAFF TO ENSURE THAT THE REPORT RECOMMENDATIONS ARE IMPLEMENTED.”

CARRIED UNANIMOUSLY

9. Legislative Reports

(a) Board of Variance Amendment Bylaw No. 558-2017

It was MOVED and SECONDED:

R15/2017

“THAT ANMORE BOARD OF VARIANCE AMENDMENT BYLAW NO. 558-2017 BE FINALLY RECONSIDERED AND ADOPTED.”

CARRIED UNANIMOUSLY

10. Unfinished Business

Nil

11. New Business

(a) Sidewalk Inspection Policy No. 56

It was MOVED and SECONDED:

R16/2017

“THAT COUNCIL APPROVE SIDEWALK INSPECTION POLICY NO. 56 AS OUTLINED IN THE REPORT DATED JANUARY 19, 2017 FROM THE CHIEF ADMINISTRATIVE OFFICER REGARDING SIDEWALK INSPECTION POLICY NO. 56.”

CARRIED UNANIMOUSLY

(b) Working Alone Policy No. 57

Juli Kolby presented Working Alone Policy No. 57, for information.

12. Mayor's Report

Mayor McEwen reported that:

- On January 12, he and Ms. Kolby attended a School Board Liaison closed meeting.
- On January 16, he and Ms. Kolby attended the Water Sustainability Conference in Port Moody.
- On January 17, Council held a branding workshop to discuss previous comments.
- On January 20, he and Ms. Kolby attended a Joint Regional Mobility Pricing Steering Committee meeting at TransLink.
- On January 21, he attended the Village's staff Christmas party that was delayed due to the snow.
- On January 23, he attended the Finance Committee meeting, where service levels for 2017 were discussed.
- On January 28, he will attend the TriCities Chamber Business Gala Awards at the Hard Rock Casino.
- The Committee recruitment and reorganization will take place in the coming months.
- The Atkins case final results were handed out. Costs were awarded to the Village for \$15,000 (approx.).

13. Councillors Reports

Councillor Thiele reported that:

- The Protective Services Committee met on January 12, where they discussed wildlife interaction.
- The Emergency Preparedness Committee will meet on February 9.
- Today, a resident lost his home in Countryside Village. She noticed that a lot of firefighters and the RCMP were on scene for several hours.

Councillor Weverink reported that:

- He thanks Linda Reimer for writing a letter of support for the restoration of the Murray homestead.

- The Scouts had a bottle drive on Saturday; they raised about \$1,600.
- TORCA is going to be working on some of the Bert Flinn Park trails in Port Moody.
- He wrote a two page article for the Anmore Times; there you can read what else he's been involved in.

14. Chief Administrative Officer's Report

Juli Kolby reported that:

- This year's tree chipping was done differently this year, with SVFD doing the chipping, on one day (4 hours). They raised \$270 and had about 25 trees dropped off.
- She received an email from Metro Vancouver regarding the 2017 BC homeless count that will be held on March 7 and 8. They are looking for volunteers. A link will be posted to the Village's website.
- She wanted to clarify that the Small Communities Fund, that was referenced in Minister Fassbender's letter, was part of the new Building Canada Fund. Staff will respond to Minister Fassbender regarding the other referenced funds that the Village was not eligible for.
- Students from Friendly Forest Preschool presented a gift of homemade banana bread and cards for the snow clearing operators.

15. Information Items

(a) Committees, Commissions, and Boards – Minutes

- Advisory Planning Commission Meeting Minutes of November 14, 2016
- Parks and Recreation Committee Meeting Minutes of September 15, 2016

(b) General Correspondence

- Letter undated (received December 9, 2016) from District of Kitimat regarding Open Letter Appealing Canada to Add Value to Natural Resources.
- Circular undated (received January 16, 2017) from Pacific Coast Terminals Co. Ltd. regarding Notice of Construction January 2017.
- Letter dated January 10, 2017 from Linda Reimer, MLA for Port Moody – Coquitlam regarding Letter of Support for Village of Anmore Heritage Canada Legacy Grant Application.
- Letter dated January 16, 2017 from School District No. 43 (Coquitlam) regarding appointment to the Board/Village of Anmore Liaison Committee.

16. Public Question Period

Lynn Burton, Sugar Mountain Way, reported that Friendly Forest Preschool students visited the fire department. They raised \$317 from bake sales to raise money for the SCBA's.

17. Adjournment

It was MOVED and SECONDED:

R17/2017 **"TO ADJOURN."**

CARRIED UNANIMOUSLY

The meeting adjourned at 8:18 p.m.

Certified Correct:

Approved by:

Christine Milloy
Manager of Corporate Services

John McEwen
Mayor



VILLAGE OF ANMORE

REPORT TO COUNCIL

Date: February 2, 2017

Submitted by: Juli Kolby, Chief Administrative Officer

Subject: 2017 Anmore Community Grant Requests

Purpose / Introduction

To seek direction from Council in regards to approving community grant applications received for the 2017 budget year.

Resolutions

1. That Council approve the community grants as outlined in the report dated February 2, 2017 from the Chief Administrative Officer regarding 2017 Anmore Community Grant Requests;

or
 2. That Council approve select community grants as outlined in the report dated February 2, 2017 from the Chief Administrative Officer regarding 2017 Anmore Community Grant Requests;

or
 3. That Council refer the report from the Chief Administrative Officer regarding 2017 Anmore Community Grant Requests back to staff for further information.
-

Background

Community Grants are intended to support non-profit and not-for-profit organizations serving Village of Anmore residents. The Village of Anmore provides these grants to assist groups with the delivery of services that will improve the quality of life for residents on a social, economic or physical level. Approval of grants is contingent upon provision being included in the Village's annual operating budget. The current budget for community grants is \$7,000 per year.

Applicants must provide services to residents in the Village of Anmore; must demonstrate financial need and will be considered for funding once per calendar year.

Report/Recommendation to Council
2017 Anmore Community Grant Requests
February 2, 2017

Discussion

The following principles may be applied to determine funding allocations:

- a) Availability of funds budgeted for grants and donations;
- b) Community benefit;
- c) Scope in which the grant will promote the well-being and quality of life of Anmore residents;
- d) Evidence that, in addition to the Grant funding request, monies are also being sought from other funding source(s), or own funds are being contributed.
- e) Scope in which the funds are expended in Anmore;
- f) The needs of the applicant requesting funding;
- g) Evidence that barriers to services for persons with disabilities and demographic barriers (youth, seniors, ethnic citizens) have been addressed or considered.
- h) Evidence that consideration to environmental sensitivities (printing papers when necessary, borrowing or sharing materials, etc.) has been addressed or considered.
- i) Scope in which volunteers are involved and community spirit is fostered.

Eligible funding expenses are listed as follows:

- a) Special Projects and Events (e.g. Hosting a workshop or producing resource material)
- b) Operating Costs (e.g. Ongoing operating costs such as salaries, utilities, rent)
- c) New Projects (e.g. New program to serve a particular group)

The Village of Anmore has received five community grant applications for the 2017 budget year. The combined total of all applications requesting Council's consideration is \$2,966.51. The applicants are listed as follows.

Applicant	Project, Event or Service	2017 Amount Requested	2016 Grant Received	2015 Grant Received	2014 Grant Received
1 st Anmore Scouts ¹	Canadian Jamboree	\$ 500.00	\$ 500.00 Link Camp	\$2,000.00 Pacific Jamboree	\$1,000.00 Anniversary Dinner
Anmore Elementary School PAC ²	Natural Learning & Playspace	\$1,000.00	n/a	n/a	n/a
Communities Embracing Restorative Action (CERA) Society	Community Youth Justice Program	\$ 437.00	\$ 437.00	\$ 437.00	\$ 437.00
Friendly Forest Preschool	Glenda Treffry-Goatley Bursary	\$ 250.00	\$ 250.00	\$ 250.00	\$ 250.00
Friendly Forest Preschool	Playscape Enhancement	\$ 779.51	\$ 877.99 Community Learning Garden	n/a	\$1,300.00 Community Learning Garden

Note:

¹ Grant application was received after the January 3, 2017 deadline.

² Further detailed financial information has been provided and is available upon request.

Report/Recommendation to Council
2017 Anmore Community Grant Requests
February 2, 2017

Financial Implications

The financial implications are as listed in the table above. As noted, the annual budget is currently \$7,000 for community grants. Therefore, there is ample budget room to approve all grants, if so desired by Council. If Council were to approve all requests, the remaining funds for additional grant requests in 2017 would be \$4,033.49.

Communications / Civic Engagement


If approved, applicants will be informed of their grant via letter.

Corporate Strategic Plan Objectives

Community grants are considered by way of guidelines that were endorsed by Council. Community grants all meet the Corporate Strategic Plan objective of "continuing to provide support and funding for community events".

Attachments:

1. 1st Anmore Scouts community grant application.
2. Anmore Elementary School PAC grant application.
3. Communities Embracing Restorative Action (CERA) Society community grant application.
4. Friendly Forest Preschool community grant application (Glenda Treffrey-Goatley Bursary)
5. Friendly Forest Preschool community grant application (Playscape Enhancement)

Prepared by:
 _____
Juli Kolby Chief Administrative Officer



VILLAGE OF ANMORE

ATTACHMENT 1

RECEIVED

JAN 22 2017

Village of Anmore

COMMUNITY GRANT APPLICATION FORM

Date of Application Jan 22, 2017

Name of Applicant 1st Anmore Scouts

Address 170 Strong Road, Anmore, BC, V3H 5E9

Main Contact Person(s)

1. Name Laura Wilson Position Group Commissioner

Phone (Home) 604 469 9254 (Other) 604 315 9254

2. Name Michelle Hunt Position Treasurer

Phone (Home) 604 315 5714 (Other) 604 927 3531

Previous year funding provided by the Village of Anmore to the same organization

Project/Event/Service 2016 Link Camp Amount Received \$ 500.⁰⁰

How were monies spent? Attach a financial statement to this application.

Current year funding request

Project/Event/Service 2017 Cdn Jamboree Amount Requested \$ 500.⁰⁰

How will projected monies be spent? Please complete the attached Budget Projections form.

To send Scouts to the Canadian Jamboree in Halifax, CANADA
(See Attached)

Describe your organization and how its efforts do/might benefit the community

- Participation in a number of community events
- Providing outdoor recreation, volunteering and education

Describe how your organization intends to utilize the projected grant monies for its Project/Event/Service

to Anmore children + youth

How many Anmore residents do you anticipate will participate?

19 Children + Youth

How many non-Anmore residents do you anticipate will participate?

19 Children + Youth

Anticipated total number of participants

38

How will the Village be recognized for its contribution?

Anmore Times, other published materials and at Annual General Meetings

Identify any long term objectives or goals that the organization is working toward:

The Group's objective is to provide a vibrant and sustainable Scouting Program to children and youth and support opportunities for them to participate at local, Provincial + National Scouting events.

*Please provide additional information on separate paper.

October 2016

BUDGET PROJECTIONS for CURRENT YEAR

YEAR ENDED AUG 31, 2017

REVENUE

Other Grant Monies	\$		(Contributor: _____)
Provincial/Federal Monies	\$	5700.00	- Gaming Grant
Participant Fees	\$	14250.00	
Donations	\$		
Fund Raising	\$	6000.00	
Other: <u>CJ Fundraising</u> }	\$	19595.00	
<u>+ Fees</u> }	\$		
<u>Village Grant</u>	\$	500.00	
Total			\$ 46,045

EXPENSES

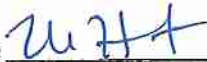
Venue Rental	\$		
Advertising	\$		
Speakers	\$		
Meals	\$		
Refreshments	\$		
Equipment Rental	\$		
Equipment Purchase	\$	750.00	
Other: <u>Activities</u>	\$	12,635.00	
<u>Scouts Canada</u>	\$	6565.00	
<u>Link Camp</u>	\$	4500.00	
<u>CJ</u>	\$	20,095.00	
<u>Training</u>	\$	1200.00	
<u>Fundraising Exp</u>	\$	650.00	
<u>Other</u>	\$	950.00	
Total			\$ 47,345
PROFIT/SHORTFALL			\$ (1300.00)

FISCAL YEAR-END RESERVE BALANCE: (2017)

Description: <u>Operating</u>	Amount:	\$ 1055.94
<u>Gaming Grant</u>	Amount:	\$ -
<u>TOTA</u>	Amount:	\$ 1055.94

To the best of my knowledge, the above statements are true as of the date of this application.

Signature



Organization's Applicant

Signature



Organization's President or Chair

BUDGET DETAILS for PREVIOUS YEAR

YEAR ENDED AUG 31, 2016

REVENUE

Other Grant Monies	\$		(Contributor: _____)
Provincial/Federal Monies	\$	5600.00	
Participant Fees	\$	10004.15	
Donations	\$		
Fund Raising	\$	6767.35	
Other: Village Grant	\$	500.00	
Other	\$	6.25	
	\$		

Total

\$ 22,877.75

EXPENSES

Venue Rental	\$	
Advertising	\$	
Speakers	\$	
Meals	\$	
Refreshments	\$	
Equipment Rental	\$	
Equipment Purchase	\$	448.94
Other: Activities	\$	8430.17
Scouts Canada	\$	7570.00
Link Camp	\$	4764.59
Training	\$	1141.29
Fundraising Exp.	\$	689.24
Other	\$	1013.96

Total

\$ 24,058.19

PROFIT/SHORTFALL

\$ (1180.44)

FISCAL YEAR-END RESERVE BALANCE:

(2016)

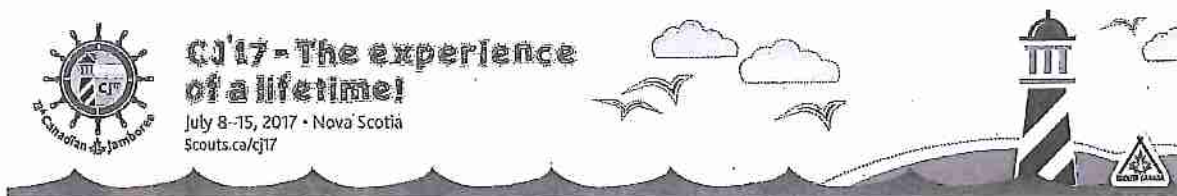
Description: Operators	Amount:	\$ (71.65)
Caring	Amount:	\$ 2527.29
Total	Amount:	\$ 2455.94

To the best of my knowledge, the above statements are true as of the date of this application.

Signature

Organization's Applicant

Signature



Scouts Canada, the country's leading youth organization, offers challenging programs for boys, girls and youth age 5-26 in thousands of individual Groups in most cities and towns across Canada. The Canadian Jamboree provides an opportunity for Scouts across Canada to gather and enjoy a week of activities. This year it is being held in Halifax Nova Scotia from July 8-15 2017. It is an opportunity for Scouts from 1st Anmore Scouts to gather with peers and enjoy a variety of outdoor recreation experiences including:

LAND-BASED PROGRAMS - This adventure program provides experience to improve vertical skills at the climbing wall, to work on Scoutcraft to defend Fort Louisburg or to compete in the Highland Games.

WATER PROGRAMS - This program includes traditional paddling and paddle boards in Brown Trout Lake, or a Jamboree-themed water park. Scouts can build their own vessel while learning about the rich history of shipbuilding in the Maritimes.

STEM PROGRAMS - The STEM (Science, Technology, Engineering and Math) program includes a number of challenges to engineer the strongest bridge, launch a rocket towards the moon or learn how water and wind can keep your lights on.

UNSCHEDULED ADVENTURES - This program area is available to enjoy quick, fun games, crafts and challenges: Washer-toss, Flintstone Golf, a Dunk Tank, Hatchet skills and huge list of other activities

OFF-SITE PROGRAMS - This includes The Amazing Race which will have Scouts winding through Halifax taking on challenges and solving clues in a race to the finish line. It includes challenging new friends to a dragon boat race on Lake Banook or enjoying Nova Scotia's beautiful beaches. Scouts can go for a treasure hunt, experience sea kayaking and trail-flow cycling.

1st Anmore Scouts has registered 8 Scouting Youth who wish to attend the Canadian Jamboree in Halifax. In addition, 3 Scout leaders and 2 Volunteers (Offer of Service) will accompany the youth. The budget for this event, which includes registration fees and flights, is \$20,095 and the youth have been actively fundraising to offset these costs. A contribution from the Village of Anmore Community Grant will greatly assist in supporting these Scouts to attend this once in a lifetime opportunity.

1st Anmore Scouts
Statement of Revenues and Expenses
For the Year Ended August 31, 2016

	General Fund	Gaming Fund	Total
Revenues			
Membership Fees & Dues	9,665.00		9,665.00
Bottle Drive Fundraising	6,076.00		6,076.00
Community Gaming Grant		5,600.00	5,600.00
Participant Activity Fees	339.15		339.15
Section Fundraising	691.35		691.35
Village of Anmore Grant	500.00		500.00
Bank Interest	5.10	1.15	6.25
Total Income	17,276.60	5,601.15	22,877.75
Expenses			
Section Activities	8,430.17		8,430.17
Scouts Canada Fees	5,980.00	1,590.00	7,570.00
Link Camp	743.59	4,021.00	4,764.59
Equipment & Supplies	448.94		448.94
Training	1,141.29		1,141.29
Bottle Drive Expenses	689.24		689.24
Group Committee	667.96		667.96
Insurance	346.00		346.00
Total Expenses	18,447.19	5,611.00	24,058.19
Net Surplus (Deficit)	(1,170.59)	(9.85)	(1,180.44)

**1st Anmore Scouts
Balance Sheet
As at August 31, 2016**

	General Fund	Gaming Fund	Total	Notes
Assets				
VanCity Operating Account	\$ 13,355.71	\$ -	\$ 13,355.71	
VanCity Gaming Account		2,527.59	2,527.59	
Prepaid Expenses	525.00	-	525.00	1
Prepaid Canadian Jamboree Registration	3,000.00	-	3,000.00	2
Prepaid Scouts Canada Registration	5,550.00	-	5,550.00	3
Total Assets	\$ 22,430.71	\$ 2,527.59	\$ 24,958.30	
Liabilities				
Accounts Payable & Accruals	357.36	-	357.36	4
Canadian Jamboree Fees Collected	15,200.00	-	15,200.00	5
Early Registration Fees Collected	6,945.00	-	6,945.00	6
Total Liabilities	\$ 22,502.36	\$ -	\$ 22,502.36	
Fund Balances				
Restricted Fund Balances	-	-	-	
Unrestricted Fund Balances	\$ (71.65)	\$ 2,527.59	\$ 2,455.94	
Total Fund Balances	\$ (71.65)	\$ 2,527.59	\$ 2,455.94	
Total Liabilities and Fund Balances	\$ 22,430.71	\$ 2,537.59	\$ 24,958.30	

Notes

1. Prepaid Expenses includes unsold Purdy's fundraising chocolates that will be sold for fundraising in 2016-17 (\$425.00) and a deposit to the Vancouver Aquarium for Cubs & Beavers camp in 2016-17 Scouting Year (\$100.00)
2. Prepaid Canadian Jamboree Registration is for the Scouts section to attend the Canadian Jamboree (CJ2017) in Halifax Nova Scotia in July 8-15 2017. The early registration was due by June 30, 2016 to secure spots.
3. Prepaid Registration to Scouts Canada includes early registration for the 2016-17 Scouting Year.
4. Accounts Payable includes outstanding invoices for section activities.
5. Youth wishing to attend the CJ2017 were asked to pay early registration fees. 1st Anmore collected all fees in advance to secure a commitment from those wishing to attend. These fees will pay for the registration and flights to Halifax in 2016-17.
6. Early Registration Fees includes those youth participant fees collected for the 2016-17 Scouting Year.

**1st Anmore Scouts
Budgeted Revenues and Expenses
Year Ending August 31, 2017**

	General Fund	Gaming Fund	Total
Revenues			
Membership Fees and Dues	8,535	-	8,535
Gaming Grant	-	5,700	5,700
Village of Anmore Grant	500	-	500
Bottle Drives	6,000	-	6,000
Participant Activity Fees	5,715	-	5,715
Section Fundraising	-	-	-
CJ 2017 Fundraising & Fees	19,595	-	19,595
Other Revenues	-	-	-
Total Revenues	40,345	5,700	46,045
Expenses			
Scouts Canada Fees	4,865	1,700	6,565
Activities	12,635	-	12,635
Link Camp	500	4,000	4,500
CJ 2017 Expenses	20,095	-	20,095
Equipment & Supplies	750	-	750
Training	1,200	-	1,200
Bottle Drive Expenses	650	-	650
Group Committee	600	-	600
Insurance	350	-	350
Total Expenses	41,645	5,700	47,345
Surplus (Deficit)	(1,300)	-	(1,300)

Leigh Scatchard
Co- Treasurer, PAC
Anmore Elementary School
30 Elementary Road,
Anmore, BC
V3H 4Y6

December 21 2016

Tanya Cameron, Financial Clerk
Village of Anmore
2697 Sunnyside Road,
Anmore, BC
V3H 5G9

RE: MUNICIPAL COMMUNITY GRANT APPLICATION

Dear Tanya Cameron and Village of Anmore,

Please find attached our Municipal Community Grant Application for our Natural Learning and Play Space Project.

It is our goal to turn an undeveloped 5430 sq. ft. portion of Anmore Elementary large gravel field and adjacent forested area into a stimulating and flexible learning and natural place environment. This Natural Learning and Play Space Project will create an outdoor area where teachers and students can gather, learn, explore, experiment and interact with nature first hand, on a daily basis. Beyond the needs of the school, this Project will provide a common space for the community to gather, care for and enjoy.

Our project is divided into three Stages: Design, Bid, and Build with our last Build stage similarly divided into 3-4 phases. The anticipated time frame for this entire project is 2-4 years depending primarily on funding. The total cost of this project is anticipated to be \$75-150,000, which will be confirmed once we enter the Bid Stage.

Currently, in our Design Phase, we have:

SPRING/SUMMER 2016

- Conducted research – online and inquiry with other school districts
- Conducted site visits to other school outdoor spaces.
- Considered teacher and administrative inputs.
- Incorporated student design ideas.

FALL 2016

- Contracted (\$2,593.50) with The Great Canadian Landscape Company for conceptual 2D and 3D drawings.

- Meet and negotiated with SD43 for review of project plans, engaging landscape architect to provide feedback with draft review of drawings. After 8 weeks of negotiation with SD43, the Natural Learning and Play Space Project now has full approval.
- Contracted (\$716.10) with The Great Canadian Landscape Company for presentation panels
- Submit \$2,500 along with detailed drawings to SD43 Facilities request. Maintenance will determine what works will be completed by SD43 and what will be completed by a Contractor (the BID Stage).

WINTER 2016

- Purchasing processes to follow with the selection of the Contractor.
- PAC remits funds to School District Accounts (include contingency amount).
- Contract occurs with Contractor (contract is administered by the Landscape Architect) and BUILD stage begins.

Our Design phase currently is costing us \$5809.60. The Great Canadian Landscape Company will be providing us with an estimation for building the playspace in mid-January, however, they will be one of several Bids that we plan to seek. We can update our file at that time.

Most importantly, regardless of the outcome to our Application, our PAC team would like the opportunity to present our Natural Learning and Play Space Project to Council. Similar to other Anmore initiatives, we think our project has the potential of providing considerable community value to the Village and would like Council onboard with us.

Sincerely,



Leigh Scatchard, Assistant Treasurer, PAC, Anmore Elementary School

Cc Sheryl Parton, Project Manager and Fundraiser Coordinator, PAC, Anmore Elementary School



VILLAGE OF ANMORE

ATTACHMENT 2

DEC 28 2016

Village of Anmore

COMMUNITY GRANT APPLICATION FORM

Date of Application December 28 2016
 Name of Applicant Anmore Elementary School PAC
 Address 30 Elementary Road, Anmore, BC V3H 4Y6
 Main Contact Person(s)

1. Name Leigh Scatchard Position Co-Treasurer PAC
 Phone (Home) 604 949 0399 (Other) 604-716-9657
2. Name Sheryl Parton Position Project Manager, PAC
 Phone (Home) _____ (Other) 604 202 8585

Previous year funding provided by the Village of Anmore to the same organization

Project/Event/Service NA Amount Received \$ 0

How were monies spent? Attach a financial statement to this application.

Current year funding request

Project/Event/Service Natural learning & Playspaces Amount Requested \$ 1000.00

How will projected monies be spent? Please complete the attached Budget Projections form.

please see attached

Describe your organization and how its efforts do/might benefit the community

please see attached

Describe how your organization intends to utilize the projected grant monies for its Project/Event/Service

How many Anmore residents do you anticipate will participate? 120

How many non-Anmore residents do you anticipate will participate? 30

Anticipated total number of participants 150

How will the Village be recognized for its contribution?

All contributors will receive a commemorative plaque on site and publically acknowledged.

Identify any long term objectives or goals that the organization is working toward.

This is our only long term goal (2-4 years).

**Please provide additional information on separate paper.*

October 2016

BUDGET PROJECTIONS for CURRENT YEAR

REVENUE

Other Grant Monies	\$ _____	(Contributor: _____)
Provincial/Federal Monies	\$ _____	
Participant Fees	\$ _____	
Donations	\$ _____	
Fund Raising	\$ _____	
Other: _____	\$ _____	
_____	\$ _____	
_____	\$ _____	

Total

\$ _____

EXPENSES

Venue Rental	\$ _____
Advertising	\$ _____
Speakers	\$ _____
Meals	\$ _____
Refreshments	\$ _____
Equipment Rental	\$ _____
Equipment Purchase	\$ _____
Other: _____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____

Total

\$ _____

PROFIT/SHORTFALL

\$ _____

FISCAL YEAR-END RESERVE BALANCE:

Description: _____	Amount: \$ _____
_____	Amount: \$ _____
_____	Amount: \$ _____

To the best of my knowledge, the above statements are true as of the date of this application.

Signature

[Signature]

Organization's Applicant

Signature

[Signature]
of Lisa Cable

Organization's President or Chair

BUDGET DETAILS for PREVIOUS YEAR 2015-2016.

REVENUE

Other Grant Monies \$ _____ (Contributor: _____)
Provincial/Federal Monies \$ _____
Participant Fees \$ _____
Donations \$ _____
Fund Raising \$ _____
Other: _____ \$ _____
_____ \$ _____
_____ \$ _____

Total \$ _____

EXPENSES

Venue Rental \$ _____
Advertising \$ _____
Speakers \$ _____
Meals \$ _____
Refreshments \$ _____
Equipment Rental \$ _____
Equipment Purchase \$ _____
Other: _____ \$ _____
_____ \$ _____
_____ \$ _____
_____ \$ _____
_____ \$ _____

Total \$ _____

PROFIT/SHORTFALL \$ _____

FISCAL YEAR-END RESERVE BALANCE:

Description: _____ Amount: \$ _____
_____ Amount: \$ _____
_____ Amount: \$ _____

*Please see
Excel spreadsheets
for 2015-2016.*

To the best of my knowledge, the above statements are true as of the date of this application.

Signature [Signature]
Organization's Applicant

Signature [Signature] on behalf of
Organization's President or Chair Lisa Cable.

2016-2017
Fundraising Overview
12/22/2016

FUNDRAISER	TARGETED TOWARDS	TOTAL FUNDS BEFORE EXPENSES	TOTAL FUNDS RAISED AFTER EXPENSES	TOTAL FUNDS RAISED FOR PLAYSPACE	NOTES
50/50	Playspace	\$ 233.00	\$ 233.00	\$ 233.00	
Art Auction	Playspace		\$ (457.64)	\$ (457.64)	supplies for art auction
Cobs Bakery	Playspace		\$ -		
Grade 5 Fundraiser (Christmas Bake Sale)	Grade 5 Grad	\$ 494.00	\$ 494.00		
Grade 5 Fundraiser (Purdy's Pumpkin Pops - through KEV)	Grade 5 Grad	\$ 89.80	\$ 89.80		Proceeds of sale forwarded from Anmore Elementary School Cash on Line
Great Walk	Playspace				
Labels Labels	Playspace	\$ 55.60	\$ 55.60	\$ 55.60	
Movie Night (2016-11-10)	Playspace	\$ 1,232.70	\$ 799.27	\$ 799.27	
Movie Night (Estimated April 20)	Playspace				
Munchalunch	General Operating	\$ 3,774.38	\$ 2,214.53		Expenses including Dec 15th Landscaping Design
Outdoor Learning Centre	Field Trip		\$ (1,037.20)	\$ (1,037.20)	
Popsicles: Camp Sasamat Fundraiser	Playspace	\$ 80.00	\$ 80.00	\$ 80.00	
Progressive Gift Cards	Playspace				
Pub Night	Playspace				
Purdy's Christmas 2016	Playspace				
Purdy's Easter 2017	Playspace				
Raffle Baskets (2016-12)	Playspace	\$ 1,137.00	\$ 1,137.00	\$ 1,137.00	
Recycling Program & Bottle Drive	Playspace	\$ 28.25	\$ 28.25	\$ 28.25	
					Total sales \$2,517.35 less wireless transactions \$1,199.20, less cheque reimbursement for cash \$849.93 =
Scholastic Book Fair (Dec 2016)	Playspace	\$ 1,318.25	\$ 468.22	\$ 468.22	
Sports Day	Playspace				
SPUD	Playspace				
Thrifty's Smile Card	Sports Equipment	\$ 126.00	\$ 126.00		
Total Revenues		\$ 8,568.98	\$ 4,230.83	\$ 1,306.50	
		before expenses	after expenses		balanced to master spreadsheet 2016-12-09

2016-2017
 Expenses Overview
 12/28/2016

		TOTAL FUNDS BEFORE EXPENSES
Great Canadian Landscape Company - conceptual 2D and 3D drawings		\$ 2,593.50
Great Canadian Landscape Company - Presentation Panels		\$ 716.10
SD43 Facilities request - secure deposit		\$ 2,500.00
		\$ 5,809.60

before expenses



Natural Playground - Anmore Elementary

The Great Canadian Landscaping Company Ltd.

Client Name: Anmore Elementary School PAC
Project Name: 30 Elementary Rd Design Project - Natural Playground
Jobsite Address: 30 Elementary Rd Anmore, BC V3H 4Y6 **Billing Address:** 30 Elementary Rd Anmore, BC V3H 4Y6
Estimate ID: EST449025
Date: Oct 12, 2016

p. 604-202-8585 e. sheryl.porton@telus.com

Estimator: Chris O'Donohue

Please note: If you PAC proceeds with using GCLC as your installer we will credit 25% of the design fee back towards the final invoice.

Playground Design	\$2,470.00
--------------------------	-------------------

Landscape Design: Includes on site consultation and measurements, in office design and time for revisions. Design Features: areas for open play using natural features such as boulders, stumps, and logs; Amphitheater with logs recessed into hillside; natural water feature in corner or rain garden if drainage is installed; shade canopy possible over amphitheater or learning area; artificial turf in area; native plantings on hillside and surround edges; bench along southeast corner near basketball hoop and path from school side up hill and enter north of the amphitheatre; and last but not least a Bug Hotel.

Subtotal	\$2,470.00
Taxes	\$123.50
Estimate Total	\$2,593.50

Payment Terms & Conditions for Design Work / Consultation

Includes time for on site meetings / measurements, initial design plus one revision (within hours proposed), review with client on site or in office.

*** Additional revisions subject to time required and cost increases. Final invoice to reflect actual design hours performed upon completion.

Proposal Terms & Conditions

Payment Methods:

We will accept payment by Cash, Cheque, or Direct Deposit

As a convenience to our clients we offer an alternate form of payment through Plastiq. To find out more go to

111 Bowser Avenue
North Vancouver, B.C. V7P 3H1

p. 604-924-5296
f. 604-904-0009

www.gclc.ca
email: info@gclc.ca

30 Elementary Rd Design Project - Natural Playground [EST449025]

Page 1 of 3



Proposal

The Great Canadian Landscaping Company Ltd.

Client Name: Anmore Elementary School PAC

Project Name: Design and Printing

Jobsite Address: 30 Elementary Rd Anmore, BC V3H 4Y6

Billing Address: 30 Elementary Rd Anmore, BC V3H 4Y6.

Estimate ID: EST476631

Date: Dec 14, 2016

Additional Hours for Presentation Panels	\$380.00
--	----------

Printing Costs for the Presentation Panels	\$302.00
--	----------

Subtotal	\$682.00
Taxes	\$34.10
Estimate Total	\$716.10

Proposal Terms & Conditions

Payment Methods:

We will accept payment by Cash, Cheque, E-transfer or Direct Deposit

As a convenience to our clients we offer an alternate form of payment through Plastic. To find out more go to <https://new.plastic.com/app/#/login>

Deposits & Draws:

40% non-refundable deposit is due upon acceptance, the remaining 50% of the proposal balance will be paid over project period in predetermined draws with final 10% due upon receipt of final invoice and final review of project.

If we do not receive payment on or before scheduled draw date, we reserve the right to stop work until such payment has been made. Failure to receive a payment will result in 2% INTEREST COMPOUNDED MONTHLY (26.82% per annum). A service charge of \$50.00 will be charged for any NSF Cheque.

Outstanding Accounts - The Customer will be responsible for all costs of collection, including without limitation, Builder's Lien costs.

118 Garden Avenue
North Vancouver, B.C. V7P 3H2
Design and Printing [EST476631]

p. 604-924-5296
f. 604-904-0009

www.gclc.ca
email: info@gclc.ca
Page 1 of 3

**Anmore Elementary PAC
2015/16 Income Statement**

	Sep-15	Oct-15	Nov-15	Dec-15	Jan-16	Feb-16	Mar-16	Apr-16	May-16	Jun-16	Jul-16	Aug-16	Year to Date	Previous Year	Budget 2015/16
Revenues															
Prior Retained Earnings	\$ 28,419.10												\$ 28,419.10		
Prior Retained Earnings	\$ 54.47												\$ 54.47		
Gaming Grant		\$ 3,460.00					\$ 326.00						\$ 3,486.00		
Equipment - Classroom															
Equipment - Playground															
Equipment - Sports															
Events															
Real			\$ 500.00		\$ 225.00		\$ 500.00						\$ 2,670.60		
Interest	\$ 2.42	\$ 2.62	\$ 2.67	\$ 1,443.60	\$ 2.77	\$ 2.55	\$ 2.44	\$ 2.57	\$ 2.73	\$ 2.55	\$ 0.01	\$ 2.34	\$ 28.47		
Lee 911															
PAC Operation															
Payroll Uncollected															
Spring Source Up															
Teacher Appreciation															
Teacher Classroom Fund															
Teacher Whistle															
Transfer															
Uncollected															
Foodservice	\$ 412.40	\$ 3,115.95	\$ 1,307.17	\$ 2,637.98	\$ 1,597.38	\$ 412.77	\$ 764.83	\$ 3,340.29	\$ 3,306.93	\$ 768.55	\$ 175.00		\$ 16,952.85		
Total Revenues	\$ 28,588.18	\$ 5,276.57	\$ 1,409.84	\$ 4,146.38	\$ 2,159.35	\$ 415.32	\$ 1,513.07	\$ 3,342.86	\$ 2,309.28	\$ 771.10	\$ 175.01	\$ 2.34	\$ 51,671.48		
Expenses															
Gaming Grant						\$ 3,192.00							\$ 3,192.00		
Donation	\$ 340.00		\$ 300.00										\$ 640.00		
Equipment - Classroom															
Equipment - Playground															
Equipment - Sports															
Emergency Preparedness															
Events													\$ 109.15		
Food		\$ 500.00		\$ 1,870.80		\$ 500.00							\$ 2,670.60		
Interest															
Kloneaire Club Necklaces			\$ 7.15				\$ 48.89						\$ 56.04		
Lee 911													\$ 1,207.80		
PAC Operation	\$ 6.72	\$ 28.31	\$ 10.08	\$ 26.73	\$ 58.50	\$ 87.18							\$ 197.57		
Payroll Uncollected															
Saleena Noon					\$ 942.50								\$ 942.50		
Spring Source Up													\$ 231.84		
Teacher Appreciation													\$ 331.72		
Teacher Classroom Fund							\$ 1,650.00						\$ 1,550.00		
Teacher Whistle													\$ 1,800.00		
Transfer															
Uncollected															
Fundraising	\$ 470.28	\$ 414.03	\$ 404.62	\$ 1,803.37	\$ 899.76	\$ 445.35	\$ 909.08	\$ 842.78	\$ 2,040.59	\$ 2,368.65	\$ 573.95	\$ 267.50	\$ 10,939.94		
Total Expenses	\$ 816.37	\$ 942.34	\$ 721.85	\$ 3,600.75	\$ 3,007.71	\$ 4,211.53	\$ 2,507.87	\$ 704.74	\$ 2,110.57	\$ 2,700.38	\$ 2,373.95	\$ 267.50	\$ 23,965.26		
Current Retained Earnings	\$ 27,771.42	\$ 5,336.23	\$ 1,087.99	\$ 545.63	\$ 848.35	\$ 3,796.21	\$ 894.90	\$ 2,638.12	\$ 198.69	\$ 1,928.28	\$ 2,196.94	\$ 265.15	\$ 27,645.23		

Anmore Elementary PAC	
2015/16 Balance Sheet	
Assets	
Bank - Operating Account	\$ 27,303.07
Bank - Gaming Account	\$ 342.16
Undeposited Funds	\$ -
Total Assets	\$ 27,645.23
Liabilities	
Accounts Payable	\$ -
Total Liabilities	\$ -
Equity	
Prior Retained Earnings	\$ 28,419.10
Net Income/Loss	-\$ 828.34
Total Equity	\$ 27,590.76
Total Liabilities & Total Equity	\$ 27,590.76
As at July 11, 2016	

APAC 2016/2017 Budget

Updated: Jan 20, 2017

Sept 1, 2016 - August 30, 2017
Budget

Sept 1, 2016 - August 30, 2017
ACTUALS

fundraising goal 2016-2017: \$29,000.00

Income:

¹ Gaming	\$3,100.00	\$2,880.00
² Fundraising	\$18,500.00	\$11,254.62
^{2a} Fundraising Great Walk April 28, 2016	\$9,000.00	\$0.00
³ Community Grants	\$500.00	\$0.00
Interest	\$20.00	\$14.82
Balance Forward	\$0.00	\$0.00
Total Revenue:	\$29,120.00	\$14,149.44

Expenses:

¹ ArtStarts performances	\$1,500.00	\$0.00
Bank & Visa Charges	\$0.00	\$0.00
BCPAC Membership	\$0.00	\$0.00
³ Education (ex. Saleema Noon)	\$1,000.00	\$0.00
Equipment - Classroom		
Equipment - Playground		
Equipment - Sports		
Equipment - Technology		
Emergency Preparedness	\$500.00	
Events (ie. Parent Welcome to school & PAC Welcome event)		\$134.00
⁴ Field trips (6 x \$300)	\$1,800.00	\$1,800.00
Kilometre Club Necklaces	\$100.00	\$0.00
Lice 911	\$1,300.00	\$1,327.20
PAC Operations & supplies	\$400.00	\$596.23
⁵ Paypal Operating Costs (deducted from Munchalunch transfers to Operating Account) total \$383.93 for 2015-2016	\$400.00	\$249.00
Spring Spruce Up	\$250.00	\$0.00
Teacher Appreciation	\$250.00	\$0.00
⁶ Teacher Classroom Funds (6*250)	\$1,500.00	\$1,500.00
⁷ Wishlist Classroom Funds (6*300)	\$1,800.00	\$1,800.00
Fundraising Expense: Art Auction	\$0.00	\$467.64
Fundraising Expense: Earth Day	\$0.00	\$0.00
⁸ Fundraising Expense: Grade 5 Camp Sasamat	\$750.00	\$0.00
Fundraising Expense: Great Walk	\$400.00	\$0.00
Fundraising Expense: Movie Night (November 2016)	\$600.00	\$433.43
Fundraising Expense: Munchalunch	\$5,600.00	\$1,955.56
Fundraising Expense: Popsicles	\$375.00	\$0.00
Fundraising Expense: Raffle Baskets	\$50.00	\$0.00
* Fundraising Expense: Outdoor Learning Centre	\$10,000.00	\$3,309.60
⁹ Fundraising Expense: Scholastic	\$0.00	\$849.93
Fundraising Expense: Smencils	\$0.00	\$0.00
Fundraising Expense: Sports Day	\$500.00	\$0.00
¹⁰ Fundraising Expense: Thrifty's Smile Card (cheque for Sports Equipment). \$220 (2014-2015 total) \$499.10 (2015-2016 total)		
Uncleared Expenses from 2015-2016		\$267.50

Includes VanCity cheque reorder

as at Jan 20, 2017

NOTE: Scholastic Book Fair in the Fall 2015 contributed \$1,325 in credits to be used by the school

NOTE: Scholastic Book Fair in April 2016 contributed \$294.90 cash (total book sale 1,746.80)

	\$0.00	\$0.00
Total Expenses:	\$29,075.00	\$14,680.08
TOTAL fundraising (not including Cash-On-Line funds):	\$45.00	-\$530.64

Notes about Revenues | Projected Revenues:

¹Gaming Grant: Annual application. Based on \$20 for 146/7 FTE students 2016-2017 (\$2,880.00).

²Fundraising Includes: Munchalunch, Mabel's Labels, Movie Nights, Popsicles, Progressive Gift Card program, Pub Night, Purdy's, Recycling Donations, Scholastic Book Fair, SPUD, Thrifty's Smile Card Program, Winter Concert and various other activities. Fundraising is decided each year by the PAC Executive in consultation with parents and approved at Monthly Parent Meetings.

^{2a}Great Walk Funds specifically designated for technology in the classrooms and/or amphitheatre costs. Note total funds deposited directly to School Cash On Line (to School District 43). Great Walk funds will not show in the PAC Operating Account balance sheets.

³Community Grant - Anmore PAC will seek assistance from the Village of Anmore and local agencies to replenish and improve our emergency supplies and other initiatives as developed and approved by PAC.

Notes about Expenses:

³ArtStarts Performances - these are performances that take place during special school assemblies, benefiting all students. Typically paid out of our Gaming Grant funds.

³Saleema Noon - every other year. Sex Ed presentation in 2016. Next booking 2018.

⁴Field Trips (6*300). Each Division receives \$300 contributing to costs associated with transportation & field trip costs. Historically paid from Gaming Grant funds

⁵Paypal Operating Costs. Note these costs are charged by Paypal and are automatically deducted from Paypal. Paypal fees for Munchalunch charges in 2016-2017 total \$TD BE CALCULATED. Blended rate average 4% of transaction totals.

⁶Teacher Classroom Funds (6*250). These funds go towards the purchase of resource items to enhance teaching and extra-curricular activities. For example, classroom supplies, reading resources, items to enhance the classroom experience and/or extra curricular activities. \$250/class.

⁷Wishlist Classroom Funds (6*300). Pooled resources contribute towards items of greatest need. Wishlist items agreed upon by Principal, teachers and PAC. \$300/class.

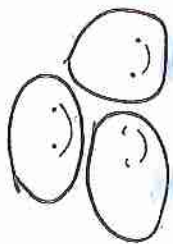
⁸Camp Sasamat - these expenses are offset by fundraising efforts throughout the year including: Winter Concert bake sale, Popsicles, Purdy's Pops clothing sales. Also contributes towards Grade 5 Leave Taking.

⁹Scholastic Book Fair - expenses recovered and included in Fundraising Income

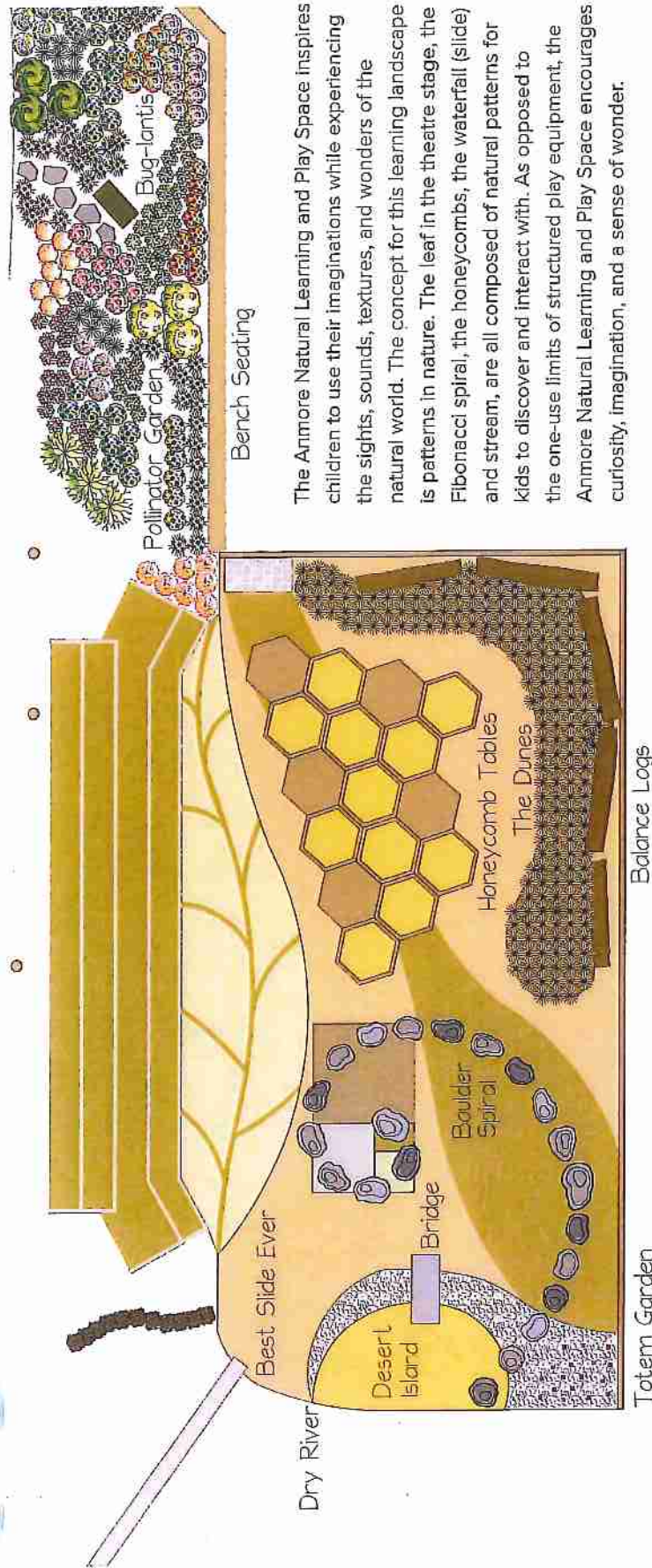
¹⁰Thrifty's Smile Card (for Sports Equipment).

Annmore Elementary PAC 2016/17 Income Statement															
	Sep-16	Oct-16	Nov-16	Dec-16	Jan-17	Feb-17	Mar-17	Apr-17	May-17	Jun-17	Jul-16	Aug-16	Year to Date	Previous Year	Budget 2016/17
Revenues															
Prior Retained Earnings	\$ 27,570.57	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 27,570.57	\$ -	\$ -
Granting Grant	\$ 342.16	\$ 2,880.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,222.16	\$ -	\$ -
Equipment - Classroom	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Equipment - Playground	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Equipment - Sports	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Events	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Flood	\$ -	\$ -	\$ 645.00	\$ 845.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,290.00	\$ -	\$ -
Interest	\$ 4.86	\$ 2.55	\$ 4.87	\$ 2.54	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 14.62	\$ -	\$ -
Line 911	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
PAC Operation	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Payroll Unallocated	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Spring Spruce Up	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Teacher Appreciation	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Teacher Classroom Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Teacher Whistle	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Transfer	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Unallocated	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Unallocated 2015-2016 expenses	\$ 1,540.72	\$ 1,853.32	\$ 1,225.69	\$ 2,235.05	\$ 1,371.84	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 11,254.92	\$ -	\$ -
Unallocated 2016-2017 expenses	\$ 23,446.11	\$ 4,733.87	\$ 1,076.58	\$ 6,952.89	\$ 1,371.84	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 43,352.17	\$ -	\$ -
Total Revenues	\$ 27,570.57	\$ 27,570.57	\$ 27,570.57	\$ 27,570.57	\$ 27,570.57	\$ 27,570.57	\$ 27,570.57	\$ 27,570.57	\$ 27,570.57	\$ 27,570.57	\$ 27,570.57	\$ 27,570.57	\$ 27,570.57	\$ 27,570.57	\$ 27,570.57
Expenses															
Building Grant	\$ -	\$ 1,800.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Donation	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Equipment - Classroom	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Equipment - Playground	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Equipment - Sports	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Equipment - Miscellaneous	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Events	\$ -	\$ -	\$ -	\$ -	\$ 134.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 134.00	\$ -	\$ -
Flood	\$ -	\$ -	\$ 645.00	\$ 845.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,290.00	\$ -	\$ -
Interest	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Kilmorie Club Nightcases	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Line 911	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
PAC Operation	\$ 100.71	\$ 158.74	\$ 1,327.20	\$ 335.78	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,327.20	\$ -	\$ -
Payroll Unallocated	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 566.23	\$ -	\$ -
Salsama Noon	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Spring Spruce Up	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Teacher Appreciation	\$ -	\$ -	\$ -	\$ -	\$ 1,570.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,570.00	\$ -	\$ -
Teacher Classroom Fund	\$ -	\$ -	\$ -	\$ -	\$ 1,900.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,900.00	\$ -	\$ -
Teacher Whistle	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Transfer	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Unallocated	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Unallocated 2015-2016 expenses	\$ 207.50	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 207.50	\$ -	\$ -
Unallocated 2016-2017 expenses	\$ -	\$ 851.42	\$ 2,156.69	\$ 1,529.84	\$ 2,089.70	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 7,004.13	\$ -	\$ -
Fundraising	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Expenses	\$ 368.21	\$ 2,610.16	\$ 4,128.89	\$ 2,614.72	\$ 5,102.10	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 16,721.00	\$ -	\$ -
Current Retained Earnings	\$ 23,037.30	\$ 2,125.71	\$ 2,255.32	\$ 3,396.57	\$ 4,733.15	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 27,534.09	\$ -	\$ -

Anmore Elementary PAC	
2016/17 Balance Sheet	
Assets	
Bank - Operating Account	\$ 26,732.70
Bank - Gaming Account	\$ 1,422.39
Undeposited Funds	\$ -
Total Assets	\$ 28,155.09
Liabilities	
Accounts Payable	\$ 26,482.70
Total Liabilities	\$ 26,482.70
Equity	
Prior Retained Earnings	\$ 27,570.57
Net Income/Loss	-\$ 26,490.34
Total Equity	\$ 1,080.23
Total Liabilities & Total Equity	\$ 27,562.93
As at Jan 20, 2017	



ANMORE NATURAL LEARNING AND PLAY SPACE



The Anmore Natural Learning and Play Space inspires children to use their imaginations while experiencing the sights, sounds, textures, and wonders of the natural world. The concept for this learning landscape is patterns in nature. The leaf in the theatre stage, the Fibonacci spiral, the honeycombs, the waterfall (slide) and stream, are all composed of natural patterns for kids to discover and interact with. As opposed to the one-use limits of structured play equipment, the Anmore Natural Learning and Play Space encourages curiosity, imagination, and a sense of wonder.



The pollinator garden and Bug-lantis



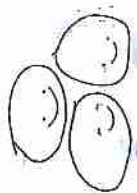
An overall view showing the grassy berm of The Dunes as well as the terraced amphitheatre seating.



Honeycomb tables and the patterns on the ground level.



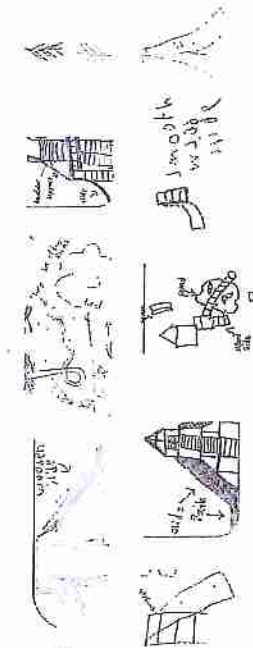
Boulder spiral, the best slide ever, and the desert island.



ANMORE NATURAL LEARNING AND PLAY SPACE INSPIRED BY ANMORE ELEMENTARY KIDS



BEST SLIDE EVER



The embankment slide follows the contours of the hillside and glides down like a waterfall to the stream at the bottom. Follow the log round steps back up the slope to do it again!



BRIDGE

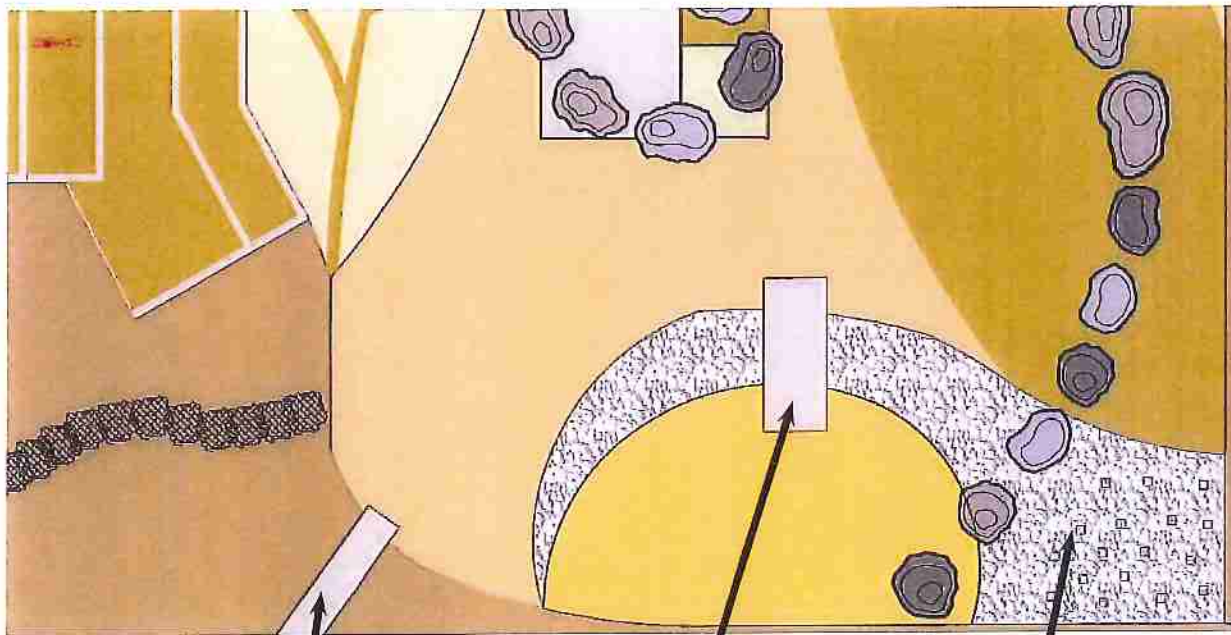
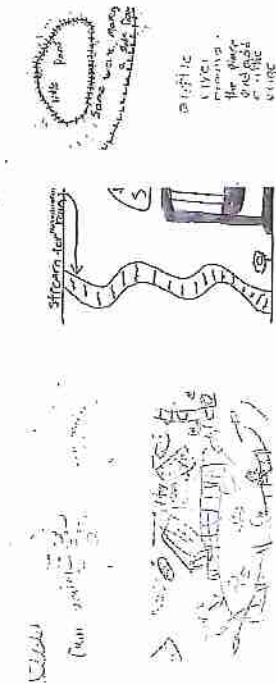


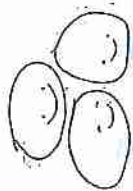
There are two opportunities to cross the dry river bed from the mainland to the desert island. One is the Boulder spiral which involves careful balance. The other is the stone bridge. Don't look down.



DRY RIVER

Different sizes of smooth river rocks create a natural looking river bed. You can cross the river on the bridge or jump right in and move the rocks around or try to balance them on each other.



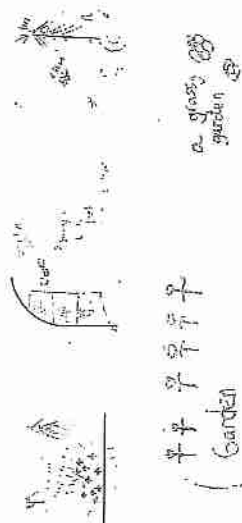


ANMORE NATURAL LEARNING AND PLAY SPACE INSPIRED BY ANMORE ELEMENTARY KIDS



POLLINATOR GARDEN

Animal pollinators are needed for about 1/2 of our food crops as well as the intricate web of biological diversity. Here we provide food and shelter in all seasons for bees, butterflies, moths, beetles, birds, and bats.



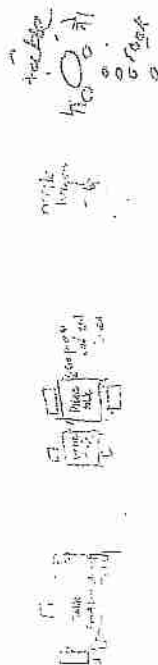
AMPHITHEATRE

Sometimes you just need a place to sit down with your friends. There are lots of options here including the benches at the basketball court, the terraced amphitheatre, and the river rock boulders.



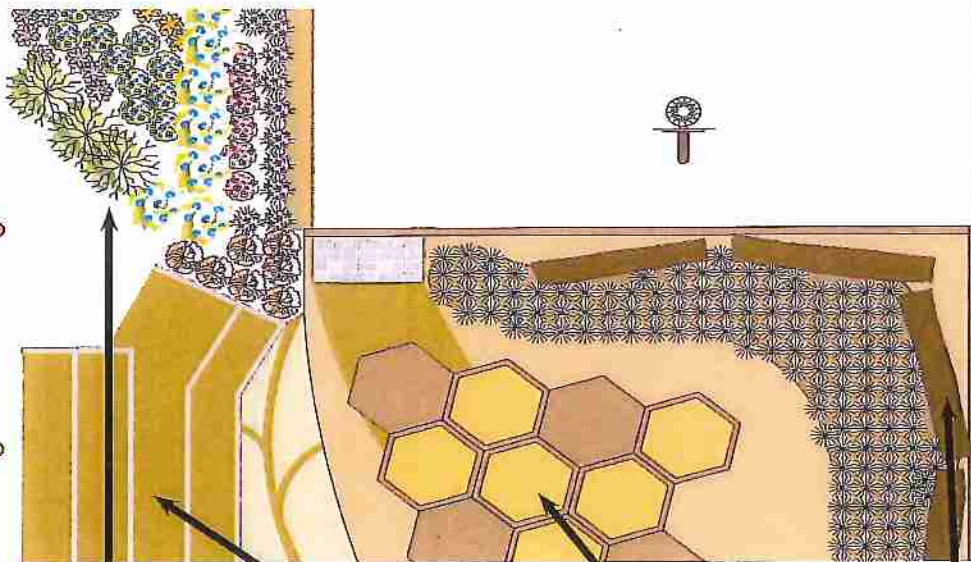
HONEYCOMB TABLES

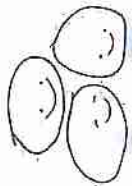
Fresh air learning is here with multi-use teaching surfaces, providing enough table space for a class of 30.



LOGS & BOULDERS

The natural playground wouldn't be complete without a series of logs and boulders for balancing, running, and jumping between.





ANMORE NATURAL LEARNING AND PLAY SPACE SPECIAL FEATURES

BUG-LANTIS

Bug-lantis is a bug hotel designed as a safe shelter for nature's pollinator community. It will be situated in the pollinator garden and be built of found natural materials.



TOTEM GARDEN

The totem garden is a way for Anmore Elementary's grade 5 class to leave their legacy.

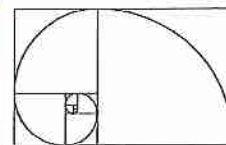


PLANTED BERM

The berm will help separate the playground from the basketball court and the soccer field. It's planted with grass for texture that will ripple in the wind.

BOULDER SPIRAL

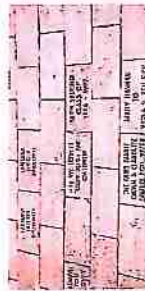
The boulder spiral follows the pattern of the Golden Ratio, found in many aspects of the natural world, including sunflowers, snail shells, and fern leaves. The boulders can be jumping stones, seating areas, or part of an outdoor classroom.



PERSONALIZED STONES CREATE A LASTING LEGACY

Every student at Anmore Elementary is unique—and so is every element designed into the new natural learning and play space. With many different ways to contribute, there is a way for every family and student to make their mark and help build this unique space.

PAVERS



FLAGSTONE STEPPERS



BENCH PLAQUES



RIVER ROCK BOULDERS



PERSONALIZED STONES CREATE A LASTING LEGACY

Every student at Anmore Elementary is unique—and so is every element designed into the new natural learning and play space. With many different ways to contribute, there is a way for every family and student to make their mark and help build this unique space.



PAVERS



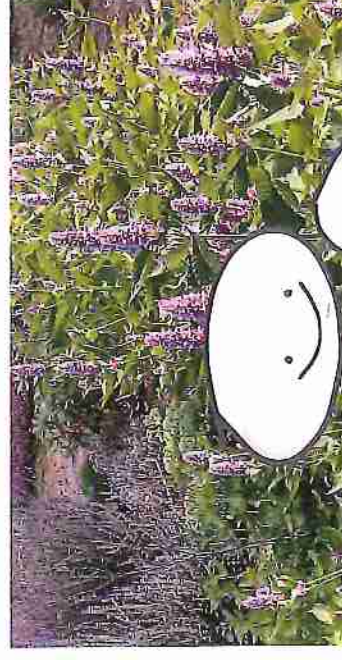
FLAGSTONE STEPPERS



BENCH PLAQUES



RIVER ROCK BOULDERS

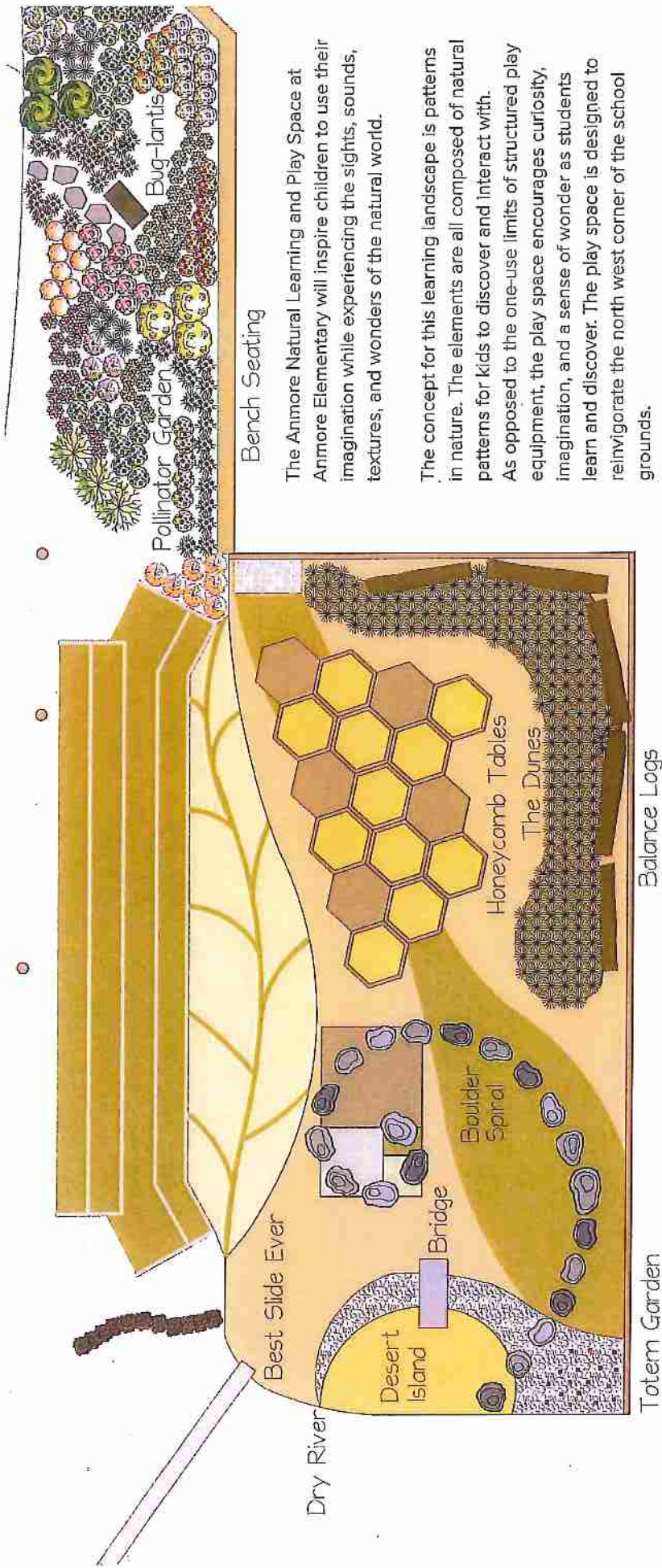


ANMORE
NATURAL LEARNING
AND PLAY SPACE
AT ANMORE ELEMENTARY

BROUGHT TO YOU BY THE ANMORE PAC

Stay tuned for more information from Anmore Elementary and from your PAC on how you can support this project, coming in 2017.

anmorepac.weebly.com



Bench Seating

The Anmore Natural Learning and Play Space at Anmore Elementary will inspire children to use their imagination while experiencing the sights, sounds, textures, and wonders of the natural world.

The concept for this learning landscape is patterns in nature. The elements are all composed of natural patterns for kids to discover and interact with. As opposed to the one-use limits of structured play equipment, the play space encourages curiosity, imagination, and a sense of wonder as students learn and discover. The play space is designed to reinvigorate the north west corner of the school grounds.

Balance Logs



The pollinator garden and Bug-lantis



An overall view showing the grassy berm of The Dunes as well as the terraced amphitheatre seating.



Honeycomb tables and the patterns on the ground level.



Boulder spiral, the best slide ever, and the desert island.



BEST SLIDE EVER



BRIDGE



DRY RIVER



POLLINATOR GARDEN



LOGS & BOULDERS



HONEYCOMB TABLES



AMPHITHEATRE

**INSPIRED BY
ANMORE
ELEMENTARY
KIDS**



VILLAGE OF ANMORE

ATTACHMENT 3

RECEIVED

DEC 29 2016

Village of Anmore

COMMUNITY GRANT APPLICATION FORM

Date of Application December 22, 2016
Name of Applicant Communities Embracing Restorative Action (CERA) Society
Address 644 Poirier Street, Coquitlam BC V3J 6B1

Main Contact Person(s)

1. Name Gurinder Mann Position Executive Director
(cell) Phone (Home) 604-710-9106 (Other) 604-931-3165 (work)
2. Name Mary Hagen Johnstone Position Administrative Assistant
Phone (Home) _____ (Other) 604-931-3165 (work)

Previous year funding provided by the Village of Anmore to the same organization

Project/Event/Service Community Youth Justice Program Amount Received \$ 437.00
How were monies spent? Attach a financial statement to this application.

Current year funding request

Project/Event/Service Community Youth Justice Program Amount Requested \$ 437.00
How will projected monies be spent? Please complete the attached Budget Projections form.

Describe your organization and how its efforts do/might benefit the community

Please see Attachment

Describe how your organization intends to utilize the projected grant monies for its
Project/Event/Service

How many Anmore residents do you anticipate will participate? _____
How many non-Anmore residents do you anticipate will participate? _____
Anticipated total number of participants _____
How will the Village be recognized for its contribution? _____

Please see Attachment

Identify any long term objectives or goals that the organization is working toward.

Please see Attachment

*Please provide additional information on separate paper.

October 2016

BUDGET PROJECTIONS for CURRENT YEAR*Please See Attachment***REVENUE**

Other Grant Monies	\$ _____	(Contributor: _____)
Provincial/Federal Monies	\$ _____	
Participant Fees	\$ _____	
Donations	\$ _____	
Fund Raising	\$ _____	
Other: _____	\$ _____	
_____	\$ _____	
_____	\$ _____	
Total		\$ _____

EXPENSES

Venue Rental	\$ _____
Advertising	\$ _____
Speakers	\$ _____
Meals	\$ _____
Refreshments	\$ _____
Equipment Rental	\$ _____
Equipment Purchase	\$ _____
Other: _____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
Total	\$ _____

PROFIT/SHORTFALL

\$ _____

FISCAL YEAR-END RESERVE BALANCE:

Description: _____	Amount: \$ _____
_____	Amount: \$ _____
_____	Amount: \$ _____

To the best of my knowledge, the above statements are true as of the date of this application.

Signature _____

Organization's Applicant

Signature _____

Organization's President or Chair

BUDGET DETAILS for PREVIOUS YEAR*Please See Financials***REVENUE**

Other Grant Monies	\$ _____	(Contributor: _____)
Provincial/Federal Monies	\$ _____	
Participant Fees	\$ _____	
Donations	\$ _____	
Fund Raising	\$ _____	
Other: _____	\$ _____	
_____	\$ _____	
_____	\$ _____	
Total		\$ _____

EXPENSES

Venue Rental	\$ _____
Advertising	\$ _____
Speakers	\$ _____
Meals	\$ _____
Refreshments	\$ _____
Equipment Rental	\$ _____
Equipment Purchase	\$ _____
Other: _____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____

Total	\$ _____
--------------	----------

PROFIT/SHORTFALL	\$ _____
-------------------------	----------

FISCAL YEAR-END RESERVE BALANCE:

Description: _____	Amount: \$ _____
_____	Amount: \$ _____
_____	Amount: \$ _____

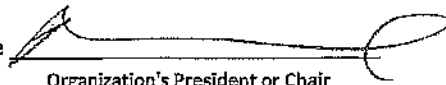
To the best of my knowledge, the above statements are true as of the date of this application.

Signature



Organization's Applicant

Signature



Organization's President or Chair

**Grant Application to the
Village of Anmore
For Support of the Community Youth Justice Program
2017 Fiscal Year**

Name of Organization: Communities Embracing Restorative Action (CERA) Society
Phone: 604.931.3165 **Fax:** 604.931.3176 **Email:** info@cerasociety.org
Mailing Address: 644 Poirier Street, Coquitlam, BC V3J 6B1
Contact Person: Gurinder Mann, Executive Director

Organizational Goals, Objectives and Activities

The Community Youth Justice Program (CYJP) is a community based initiative of Communities Embracing Restorative Action (CERA) Society. CERA is a non-profit registered charity incorporated in British Columbia in April 1999.

The purpose of the CYJP is to apply the principles of restorative justice in supporting youth and strengthening communities by addressing youth crime in meaningful and durable ways.

These guiding principles acknowledge that:

- Crime is injury.
- Crime hurts individual victims, communities, and young offenders and creates an obligation to make things right.
- All parties should be a part of the response to the crime, including the victim if he or she wishes, the community, and the young offender.
- The victim's perspective is central to deciding how to repair the harm caused by the crime.
- Accountability for the young offender means accepting responsibility and acting to repair the harm done.
- The community is responsible for the well-being of all its members, including both victim and offender.
- All human beings have dignity and worth.
- Restoration – repairing the harm and rebuilding relationships in the community is the primary goal of restorative youth justice.
- Results are measured by how much repair is done rather than by how much punishment is inflicted.
- Crime control cannot be achieved without active involvement of the community.
- The juvenile justice process is respectful of age, abilities, sexual orientation, family status, and diverse cultures and backgrounds – whether racial, ethnic, geographic, religious, economic, or other – and all are given equal protection and due process.

The mission of the CYJP is to enhance the quality of youth justice in the communities we serve through restorative action.

The Program has the following aims :

To Provide an Effective Alternative to the Court System

In the spirit of the Youth Criminal Justice Act (YCJA) it is recognized that youth have not reached maturity and their development needs to be supported. This support will promote long term protection of the public by crime prevention through addressing underlying behaviour, rehabilitation of young persons and reintegrating them back into the community and by ensuring meaningful consequences for offending behaviour.

CERA's vision for a community based approach:

- Support from the community, opportunity to define the harm experienced, and participation in decision making about steps for repair result in increased victim recovery from the trauma of crime.
- Community involvement in preventing and controlling youth crime, improving neighbourhoods, and strengthening the bonds among community members results in community protection.
- Through understanding the human impact of their behaviour, accepting responsibility, expressing remorse, taking action to repair the damage, and developing their own capacities, young offenders become fully integrated and respected members of the community.
- Community justice facilitators organize and support processes in which individual crime victims, other community members, and young offenders are involved in finding constructive resolutions to harmful behaviour.

Some Relevant Outcomes Reported in CERA's Program Evaluation

Participants were overwhelmingly satisfied with:

- The outcome and agreement of their restorative processes.
- Their facilitators.
- The conference itself.
- Their opportunity to speak and be heard.
- Positive impact on their confidence in the justice system.
- The durability of their satisfaction. Almost all, with one exception said they would recommend this process to others.

Services Provided to the Community

The *Community Youth Justice Program* is a conflict resolution initiative in which the police officer who investigates an offence may exercise his/her discretion to resolve the matter without referral to Crown Counsel. Since May of 2006, local Crown Counsel may also refer to the program as an alternative to court proceedings. Youth referred to the program attend a resolution conference with the victim and parents/supporters of both the victim and the youth.

The intent of the conference is to:

- Confront the youth with the personal impact of the offence on the victim and both the victim's and the youth's families and other relationships.
- Start to repair the harm caused by the youth, both to the victim and to the community.
- Provide an opportunity for the youth to understand the harm done and express remorse and apology.
- Fully involve both victim and youth in establishing appropriate responses to the offence.
- Determine whether and what supportive services are required by the victim and the youth and their families.
- Start the process of reconnecting the youth to the community.

The specific services provided by CERA include:

- Initial case review and assignment to a volunteer facilitator.
- Preparatory meetings with affected parties.
- Convening of a resolution conference to resolve the case to the satisfaction of the victim, offender and immediate relationships of both.
- Follow-up with the offender to ensure the terms of the resolution agreement are fulfilled.
- Data collection and program performance monitoring.
- Training community volunteers in the principles of restorative justice, mediation and communication skills, and the procedures of the CYJP.

Fee Requested

The fee requested for the provision of the above services to the Village of Anmore in the 2017 fiscal year is **\$437.00**

Benefits to Community Resulting from the Services

The *Community Youth Justice Program* will create the following *tangible* benefits:

1. Reduced police workload through:
 - Preparation of fewer "Recommendations to Charge" to Crown Counsel.
 - Simplified reporting for the referral of youth to the CYJP.
 - Reduced overtime for court appearances.

Each case processed by the CYJP is estimated to save 9 hours of police time. This reduced workload will free up currently stretched police resources for other more pressing activities.

2. Cost-Effectiveness:
 - A highly conservative estimate is that it costs one tenth the expense to process a case through Restorative Justice as compared to the Criminal Justice System¹.

¹ Based upon discussions with police officials, John Howard Society, Crown Counsel and court related professionals.

3. Strengthened Community Capacity for Addressing Crime and Conflict:
 - Volunteer facilitators receive training and skill development in a variety of relevant areas: communication skills; cross cultural awareness; victim-offender mediation; maintaining confidentiality; report writing; etc.
 - Program participants learn skills in listening to other perspectives, acknowledging and legitimizing the harm caused, and collective problem solving.
4. Safer Communities through Restored Relationships:
 - 100% of accused youth referred to the CYJP, upon gaining a fuller understanding of the harm they caused, indicated that they would not commit future crimes.
 - Community members who participate in restorative processes are more likely to feel invested in the accused youth's success, and regularly serve to encourage the accused youth of his/her potential and opportunity for a new start.

The following *intangible* benefits flow from the *Community Youth Justice Program*:

1. For victim and offender ...
 - i. There are more timely and meaningful consequences for youth who commit criminal offences. Resolution conferences are typically conducted within 4 weeks of referral, as compared to the formal justice system where delays in processing cases of many months are typical. The intent is to create a strong linkage between an offence and its consequence. The consequences (sanctions) address the specific harm that has been done, through restitution to the victim, where appropriate, and/or reparation to the community. Sanctions are not intended as punishment or new harms, and are achievable.
 - ii. The resolution conference confronts the youth with the personal dimension of the harm caused by his/her crime, which is often more distressing and healing, than an experience with the formal justice system. Additionally, the conference tends to foster seeds of empathy. Both family and friends are mobilized as valuable resources to the youth. The youth is encouraged to take ownership of his/her behaviour and to accept responsibility for both having created and for repairing the harm.
 - iii. Both the victim and the offender experience a greater sense of fairness and justice having been done. The victim's needs and concerns are addressed. Victims have an opportunity to be heard and to participate actively in a process of reparation and vindication. Reconciliation with the youth facilitates healing and closure. Reconciliation with the victim promotes reconnection of the youth to the community. The youth gains greater respect for the justice system and the law itself, and a greater understanding of the impact of his/her actions on others.
2. For the wider community ...
 - i. Preparation for a resolution conference and the conference itself provides an opportunity for early intervention with youth at risk through the identification of factors contributing to the offence and the underlying needs of the youth. Early intervention has the potential to prevent a youth from becoming further involved in the criminal justice system, reducing the cost to taxpayers of court and custodial measures.

- ii. A more cohesive community results from a process that seeks to reconcile broken relationships and heal the harms caused by crime. In the process, community members — through volunteering or participating in the program — gain valuable skills to resolve conflicts in their own lives and feel a greater stake in successful conflict resolution outcomes.
- iii. The community gains from a response to youth justice that considers the root causes of crime, and is more timely and cost efficient than the current system.
- iv. The problem solving approach and community orientation of the CYJP complements current community initiatives in problem-oriented and community policing.

Degree of Other Community Support and Sponsorship

The volunteers who are the core of the CYJP not only reflects the level of support for the program within the community, but also constitutes a significant community resource — a group of citizens with an understanding of restorative justice principles and mediation skills that can be taken into the community.

The police, School District 43, School District 40, Ministry of Children and Family Development, Youth Probation, Crown Counsel and ICBC support the CYJP.

Program staff has maintained an ongoing liaison with police and Crown Counsel to expand awareness and understanding of the CYJP, build support for the program and refine referral procedures. There is also ongoing liaison with other community service agencies.

In addition to the financial support of municipalities, the *Community Youth Justice Program*, since its inception, has received funding from business and the provincial government.

CERA's Relationship with Anmore

CERA Society has served the Village of Anmore for over a decade. We are proud of our relationship with Anmore and hope that they will continue to assist us financially in operating the Community Youth Justice Program. The program is open to receiving referrals involving youth offenders from the Village of Anmore who have been referred by the RCMP or Crown.

It is difficult to project exactly how many referrals we shall receive involving youth from Anmore, although we have not received a referral involving a youth from Anmore so far in 2016, we can comfortably say that we will surely receive them in the future. This option continues to be available to almost any youth offender in Anmore, for whom the RCMP and Crown feel would be a better alternative.

We continue to do presentations for the RCMP during their watch briefings, informing them of the work we do and the municipalities we serve. With the RCMP knowing that CERA serves Anmore, they have the information and ability to refer a case involving a youth from Anmore to CERA. This allows for youth being apprehended from Anmore the opportunity to be referred to an alternative to the Youth Criminal Court System. Furthermore, our service enables Anmore

residents the peace of mind to know that there is a community justice organization that promotes safety and peace in their Village.

We also hope to train more volunteer facilitators in 2017, and like before, we are interested in recruiting and training volunteers from all cities and municipalities we serve, including Anmore.

Annual Operating Budget: A draft operating budget for the 2017 fiscal year is enclosed.

Communities Embracing Restorative Action (CERA) Society

Community Youth Justice Program

	2017 Budget
Revenues	Total
Grants – Municipal & Prov of BC:	
Anmore	437.00
Belcarra	353.00
Coquitlam	33,856.00
Port Moody	6,960.00
New Westminster	17,500.00
CAP (Cmty Accountability Program)	2,500.00
Private/Other Funding	
Community Gaming Grant	50,000.00
ICBC	2,000.00
Charitable Donations	2,500.00
Fees – Membership dues	200.00
Interest	400.00
Total Revenues	116,706.00
Expenses	Total
Advertising/Promotion	2,080.00
Bank Charges	400.00
Dues & Subscriptions	120.00
Rent	6,480.00
Telecommunications	3,300.00
Insurance	2,800.00
Computer Expense	2,000.00
Office Expense	4,080.00
Program Expense	750.00
Accountant Audit Fees	2,800.00
Wages & Benefits	91,896.00
Total Expenses	116,706.00
Difference (Income Less Expense)	.00

Communities Embracing Restorative Action (CERA) Society

	Budget 2016
Revenues	Total
Grants – Municipal & Prov of BC:	
Anmore	437.00
Belcarra	353.00
Coquitlam	33,856.00
Port Moody	6,960.00
New Westminster	17,500.00
CAP (Cmty Accountability Program)	2,500.00
Private/Other Funding	
Community Gaming Grant	60,000.00
Other Fundraising	5,000.00
Charitable Donations	500.00
Fees – Membership dues	500.00
Interest	1,500.00
Total Revenues	129,106.00
Expenses	Total
Advertising/Promotion	2,080.00
Bank Charges	500.00
Dues & Subscriptions	300.00
Rent	6,075.00
Telecommunications	3,300.00
Insurance	3,500.00
Office Expense	1,080.00
Computer Exp.	1,000.00
Program Expense	750.00
Accountant Audit Fees	3,500.00
Wages & Benefits	107,021.00
Total Expenses	129,106.00
Difference (Income Less Expense)	.00

Communities Embracing Restorative Action (CERA) Society

Financial Statements

December 31, 2015

Communities Embracing Restorative Action (CERA) Society

December 31, 2015

CONTENTS

Financial Statements

- Auditors' Report
- Statement of Financial Position
- Statement of Changes in Net Assets
- Statement of Operations
- Statement of Cash Flows
- Notes to Financial Statements

Auditors' Report

To the Members of Communities Embracing Restorative Action (CERA) Society :

We have audited the statement of financial position of Communities Embracing Restorative Action (CERA) Society as at December 31, 2015 and the statements of operations, changes in net assets and cash flows for the year then ended. These financial statements are the responsibility of the society's management. Our responsibility is to express an opinion on these financial statements based on our audit.

We conducted our audit in accordance with Canadian generally accepted auditing standards. Those standards require that we plan and perform an audit to obtain reasonable assurance whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation.

In our opinion, these financial statements present fairly, in all material respects, the financial position of the society as at December 31, 2015 and the results of its operations, net assets and cash flows for the year then ended, in accordance with Canadian accounting standards for not-for-profit organizations. As required by the Society Act of British Columbia, we report that, in our opinion, these principles have been applied on a basis consistent with that of the preceding year.

Carlyle Shepherd & Co.

Carlyle Shepherd & Co.
Chartered Professional Accountants

Vancouver, BC
May 26, 2016

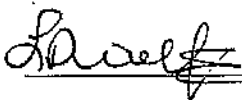
Communities Embracing Restorative Action (CERA) Society

Statement of Financial Position

December 31, 2015

	General (CYJP)	Empowering Youth	Total	Total
	2015	2015	2015	2014
	\$	\$	\$	\$
Assets				
Current				
Cash and term deposits	42,982	-	42,982	26,168
Externally restricted cash (note 3)	50,420	10,000	60,420	75,320
Accounts receivable	471	-	471	588
Prepaid expenses	1,841	-	1,841	1,752
	95,714	10,000	105,714	103,828

Approved on behalf of the board:



Chairman



Treasurer

Communities Embracing Restorative Action (CERA) Society

Statement of Financial Position

December 31, 2015

	General (CYJP)	Empowering Youth	Total	Total
	2015	2015	2015	2014
	\$	\$	\$	\$
Liabilities and net assets				
Liabilities				
Current				
Accounts payable and accruals	7,549	-	7,549	6,828
Deferred contribution (note 5)	50,420	10,000	60,420	75,320
	57,969	10,000	67,969	82,148
Net assets				
Net assets externally restricted (note 3)	60,420	-	60,420	75,320
Unrestricted net assets	(22,675)	-	(22,675)	(53,640)
	37,745	-	37,745	21,680
	95,714	10,000	105,714	103,828

Communities Embracing Restorative Action (CERA) Society

Statement of Changes in Net Assets

December 31, 2015

	General (CYJP)	Empowering Youth	Total	Total
	2015 \$	2015 \$	2015 \$	2014 \$
Net assets externally restricted				
Opening balance	75,320	-	75,320	14,000
Amount received during the year	11,252	-	11,252	86,380
Amount recognized as revenue during the year	(26,152)	-	(26,152)	(25,060)
Closing balance	60,420	-	60,420	75,320
Unrestricted net assets				
Opening balance	(53,640)	-	(53,640)	8,279
Excess (deficiency) of receipts over expenditures	16,065	-	16,065	(599)
Cash externally restricted	14,900	-	14,900	(61,320)
Closing balance	(22,675)	-	(22,675)	(53,640)
	37,745	-	37,745	21,680

Communities Embracing Restorative Action (CERA) Society

Statement of Operations

Year Ended December 31, 2015

	General (CYJP)	Empowering Youth	Total	Total
	2015	2015	2015	2014
	\$	\$	\$	\$
Receipts				
Grants				
Anmore and Belcarra	790	-	790	790
Coquitlam	33,856	-	33,856	33,856
New Westminster	17,500	-	17,500	17,500
Port Moody	6,960	-	6,960	6,960
Province of B.C. (note 6)	52,500	10,000	62,500	62,500
Private sponsorship				
Coast Capital Savings	-	-	-	15,000
Coquitlam Foundation	1,500	-	1,500	-
Port Coquitlam Foundation	2,000	-	2,000	-
R. R. Smith Memorial Fund	-	1,000	1,000	1,000
Other income (note 7)	3,105	152	3,257	3,109
Deferred contribution (note 5)	-	15,000	15,000	(1,000)
	118,211	26,152	144,363	139,715
Expenditures				
Advertising and promotion	2,194	302	2,496	1,352
Bank charges and interest	227	56	283	38
Burpee award	-	-	-	1,000
Capital assets purchase (note 8)	-	-	-	6,847
Dues and fees	20	5	25	105
Insurance	2,874	719	3,593	3,524
Office and sundry	742	139	881	1,292
Professional services	3,477	-	3,477	3,461
Rent	7,567	257	7,824	7,718
Telephone	3,903	201	4,104	4,080
Training and contract services	1,025	950	1,975	123
Volunteers	830	-	830	30
Wages and benefits	79,287	23,523	102,810	110,744
	102,146	26,152	128,298	140,314
Excess (deficiency) of receipts over expenditures	16,065	-	16,065	(599)

Communities Embracing Restorative Action (CERA) Society

Statement of Cash Flows

Year Ended December 31, 2015

	General (CYJP)	Empowering Youth	Total	Total
	2015	2015	2015	2014
	\$	\$	\$	\$
Operating activities				
Excess (deficiency) of receipts over expenditures	16,065	-	16,065	(599)
Changes in non-cash working capital:				
Accounts receivable	117	-	117	28
Prepaid expenses	(89)	-	(89)	(10)
Accounts payable and accruals	721	-	721	(1,516)
Deferred contribution	-	(15,000)	(15,000)	1,000
	16,814	(15,000)	1,814	(1,097)
Investing activities				
Externally restricted cash	-	15,000	15,000	(1,000)
Net increase (decrease) in cash and term deposits	16,814	-	16,814	(2,097)
Cash and term deposits at beginning of year	26,168	-	26,168	28,265
Cash and term deposits at end of year	42,982	-	42,982	26,168

Communities Embracing Restorative Action (CERA) Society

Notes to financial statements

December 31, 2015

1. Purpose of the society

Communities Embracing Restorative Action (CERA) Society is incorporated under the Society Act of British Columbia as a not-for-profit society and is registered as a charity under the Income Tax Act. The society is exempt from income tax under paragraph 149(1)(l) of the Income Tax Act.

The purpose of the society is to promote the principle of restorative justice, focusing on the harms of wrongdoing, and restoring the rights of victims and their surrounding communities.

The society is funded by the provincial government, the municipalities and cities of Anmore, Belcarra, Coquitlam, Port Coquitlam, Port Moody and New Westminster and private sponsors.

2. Significant accounting policies

Fund accounting

The society uses fund accounting and follows the deferred method of accounting for contributions.

The General Fund accounts for the organization's program delivery and administrative activities. This fund reports unrestricted resources and restricted operating grants.

The Empowering Youth Fund is an externally restricted fund to be used for Empowering Youth Program activities. Empowering Youth Program is a preventative education program for elementary to high school students.

Revenue recognition

Contributions that are restricted by the contributor for use in a future period for general operations are deferred and recognized as revenue in the year in which the related expenditures are incurred.

Unrestricted contributions are recognized as revenue of the General Fund in the year received or receivable if the amount to be recorded can be reasonably estimated and collection is reasonably assured.

Donation and memberships are recognized as revenue in the year received.

Communities Embracing Restorative Action (CERA) Society

Notes to financial statements

December 31, 2015

2. Significant accounting policies (continued)

Contributed services

The society uses volunteers in the delivery of programs and administration services. Because of the difficulty in determining their fair value, contributed services of volunteers are not recognized in the financial statements.

Capital assets

Capital assets are recorded at cost and reported as expenditures in the year acquired. This policy is consistent with Canadian accounting standards for not-for-profit organizations.

Use of estimates

The financial statements have been prepared in accordance with Canadian accounting standards for not-for-profit organizations. In preparing these financial statements, management has made estimates and assumptions that affect the amounts reported. Actual results could differ from those estimates.

3. Cash restriction

\$50,000 (2014 - \$50,000) cash and term deposits is externally restricted for the Gaming Program for year 2015. \$420 (2014 - \$320) cash and term deposits is externally restricted for the Burpee Award. \$10,000 (2014 - \$25,000) cash and term deposits is externally restricted for the Empowering Youth Program.

4. Financial instruments

On January 1, 2008, the society adopted *CICA Handbook* Section 3855, "Financial Instruments recognition and measurement". The society has no such financial assets or financial liabilities held for trading; no investments held-to maturity and no financial assets available-for-sale.

The society's financial instruments consist of cash and short-term deposits, accounts receivable, accounts payable and accrued liabilities. Unless otherwise noted, it is management's opinion that, under normal circumstances, the society is not exposed to significant interest, currency or credit risks arising from these financial instruments.

The fair values of these financial instruments approximate their carrying value due to their short-term maturity date.

Communities Embracing Restorative Action (CERA) Society

Notes to financial statements

December 31, 2015

5. Deferred contributions

Deferred contributions represent any unspent resources externally restricted and restricted operating funding received in the current year that is related to the subsequent year. Changes in the deferred contributions balance are as follows:

	2015 \$	2014 \$
Provincial Gaming Grant beginning balance	50,000	-
Add: amount received (note 6)	50,000	100,000
Less: amount recognized as revenue in the year	<u>(50,000)</u>	<u>(50,000)</u>
Provincial Gaming Grant balance	<u>50,000</u>	<u>50,000</u>
Burpee Award beginning balance	320	-
Add: amount received – Private sponsorship	100	320
Less: amount recognized as revenue in the year	<u>-</u>	<u>-</u>
Burpee Award balance	<u>420</u>	<u>320</u>
Empowering Youth Grant beginning balance	25,000	14,000
Add: amount received – Private sponsorship	1,000	16,000
Add: amount received – Province of B.C. (note 6)	10,000	20,000
Add: amount received – term deposit interest	152	60
Less: amount recognized as revenue in the year	<u>(26,152)</u>	<u>(25,060)</u>
Empowering Youth Grant balance	<u>10,000</u>	<u>25,000</u>

6. Provincial grants

A grant of \$60,000 (2014 - \$60,000) was provided by the Province of British Columbia under the direct access program grants. These funds are restricted under the terms of British Columbia's Gaming Control Act and Regulations for costs that are essential to the delivery of the approved programs. \$50,000 (2014 - \$50,000) of the funds is for Community Youth Justice Program to assist with ongoing operating costs such as wages, rent and office expenses. \$10,000 (2014 - \$10,000) of the funds is for Empowering Youth Program to assist with ongoing operating costs such as wages, rent and training resources. As at December 31, 2015, the Society received \$60,000 in grants for the year 2016 program.

Additional funding of \$2,500 (2014 - \$2,500) was received from the Province of British Columbia under the Community Accountability Grants Program.

Communities Embracing Restorative Action (CERA) Society

Notes to financial statements

December 31, 2015

7. Other income

	2015 \$	2014 \$
Interest income	977	398
Charitable donations	270	2,351
Workshops	100	200
Member dues	110	160
Services	1,800	-
	3,257	3,109

8. Capital assets

In accordance with its accounting policy for capital assets, the society has expensed \$Nil (2014 - \$6,847) of capital assets in the current year.

9. Lease commitments

The society has entered into a rental premises lease at \$677 per month expiring January 31, 2016. On February 28, 2016, the lease was extended for another year and will expire on January 31, 2017.

JAN 03 2017

Village of Anmore

VILLAGE OF ANMORE

COMMUNITY GRANT APPLICATION FORM

Date of Application Dec. 31 2016
 Name of Applicant Friendly Forest Preschool Association
 Address 2505 Sunnyside Road
 Main Contact Person(s)

1. Name Lauren Hilliard Position VP, Grants
 Phone (Home) 718 355 0531 (Other) 604 318 8602
2. Name Emma Peake Position President
 Phone (Home) n/a. (Other) 604 836 4754

Previous year funding provided by the Village of Anmore to the same organization

Project/Event/Service Glenda Teffry-Goatley Bursary Amount Received \$250.00
 How were monies spent? Attach a financial statement to this application.

Current year funding request

Project/Event/Service Glenda Teffry-Goatley Bursary Amount Requested \$250.00

How will projected monies be spent? Please complete the attached Budget Projections form.

To maintain a subsidy fund to provide assistance to families in need at
 Describe your organization and how its efforts do/might benefit the community Friendly Forest Preschool

See schedule A

Describe how your organization intends to utilize the projected grant monies for its
 Project/Event/Service

See schedule B.

How many Anmore residents do you anticipate will participate? 13
 How many non-Anmore residents do you anticipate will participate? 61
 Anticipated total number of participants 74
 How will the Village be recognized for its contribution?
See schedule A

Identify any long term objectives or goals that the organization is working toward.

To continue to provide, and make accessible, high quality early
childhood education to Anmore families and others in the broader
community.

*Please provide additional information on separate paper.

October 2016

BUDGET PROJECTIONS for CURRENT YEAR

REVENUE

Other Grant Monies	\$ _____	(Contributor: _____)
Provincial/Federal Monies	\$ _____	
Participant Fees	\$ _____	
Donations	\$ _____	
Fund Raising	\$ _____	
Other: _____	\$ _____	
_____	\$ _____	
_____	\$ _____	
Total	\$ _____	

EXPENSES

Venue Rental	\$ _____
Advertising	\$ _____
Speakers	\$ _____
Meals	\$ _____
Refreshments	\$ _____
Equipment Rental	\$ _____
Equipment Purchase	\$ _____
Other: _____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
Total	\$ _____

Please see
attached
budget for
2016/2017

PROFIT/SHORTFALL

\$ _____

FISCAL YEAR-END RESERVE BALANCE:

Description: _____	Amount: \$ _____
_____	Amount: \$ _____
_____	Amount: \$ _____

To the best of my knowledge, the above statements are true as of the date of this application.

Signature *L. Hilliard*
Organization's Applicant

Signature *E. Probe*
Organization's President or Chair

BUDGET DETAILS for PREVIOUS YEAR

REVENUE

Other Grant Monies	\$ _____	(Contributor: _____)
Provincial/Federal Monies	\$ _____	
Participant Fees	\$ _____	
Donations	\$ _____	
Fund Raising	\$ _____	
Other: _____	\$ _____	
_____	\$ _____	
_____	\$ _____	
Total		\$ _____

EXPENSES

Venue Rental	\$ _____
Advertising	\$ _____
Speakers	\$ _____
Meals	\$ _____
Refreshments	\$ _____
Equipment Rental	\$ _____
Equipment Purchase	\$ _____
Other: _____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
Total	\$ _____

PROFIT/SHORTFALL

\$ _____

FISCAL YEAR-END RESERVE BALANCE:

Description: _____	Amount: \$ _____
_____	Amount: \$ _____
_____	Amount: \$ _____

To the best of my knowledge, the above statements are true as of the date of this application.

Signature *J. Hilliard*
Organization's Applicant

Signature *E. Peake*
Organization's President or Chair

See attached Budget Details for 2015-2016

Village Of Anmore Community Grant January 2017
Friendly Forest Preschool Association
Glenda Treffry-Goatley Bursary

Schedule A

Friendly Forest Preschool Association has been an integral landmark within the Village of Anmore and for more than 30 years, has been operating as Anmore's preschool of choice. The preschool was developed by a group of Anmore residents, with a vision for seeing a non-profit, innovative and developmentally appropriate early childhood learning center offered within their community. The operation and administration of the preschool is shared by the parents of the children enrolled at the preschool, and these families all have a deep respect for the preschool, the philosophy, the excellent teachers, and the community of Anmore. The preschool primarily services the Village of Anmore and the Village of Belcarra, however, due to Friendly Forest Preschool's stunning location in the woods, it's amazing curriculum and it's award winning teachers, families living in the surrounding communities of Port Moody, Coquitlam, and even Maple Ridge choose this sought-after preschool. As such, applications are accepted on a first come, first served basis, and the preschool has been operating at 98%-100% capacity since the preschool opened its doors in 1985 and continually holds a lengthy waitlist.

Friendly Forest is an inclusive preschool, with an "open door" policy, that welcomes children of all abilities and backgrounds, and enthusiastically invites volunteers and members of the community to share their expertise. The emergent curriculum provides the students the chance to develop an appreciation and respect for the environment around them. Friendly Forest Preschool provides children with opportunities to learn about cultures from around the world, as well as, traditions within the Anmore community. Friendly Forest Preschool strives to provide children with opportunities to explore their curiosity through play and develop into confident, globally aware and passionate citizens.

The preschool remains a very important community asset. In it's 30 year history, many families from Anmore have been active Friendly Forest parents. The preschool playground and community-learning garden are open for use by the preschool children as well as the broader Anmore community. Friendly forest has a reputation through out Anmore and the tri-cities as being a high caliber sought after preschool in an incredible location and the families who attend there, regardless of their domicile, feel immense pride, respect and appreciation toward the Village of Anmore. The preschool was voted the number 1 preschool in the tri-cities by the Tri-City news in 2015.

Friendly Forest Preschool is eager to be an active component of the Village of Anmore, and is working toward finding ways to do so in 2017 and in the future. After reviewing the notes from our meeting with the Village of Anmore in

November, the Friendly forest board is excited to work with the Village of Anmore building a strong connection. We are excited for the opportunity to work with the Village of Anmore Garden club and about the possibility of having our school represented and attending various community events. We are looking forward to enhancing our alliance with the Village over the next year and we very much appreciate the opportunity to receive funding from the Village. We will continue to recognize the contributions received from the Village of Anmore at our Annual General Meeting, in our newsletter, in our board minutes, and also our website.

Schedule B

We are so grateful to the Village of Anmore for providing grant monies to support the Glenda Treffry-Goatley Bursary which is a fee subsidy program supporting families in financial need. Eligibility for the subsidy is determined on a case-by-case basis at the discretion of the Board of Friendly Forest Preschool. This will allow for children, who may not have been otherwise able to, the opportunity to experience the program at Friendly Forest Preschool. Many families have various circumstances that occur during the year which could benefit from some financial support, and in addition, this fund will provide support for a child and their family to maintain a position in the class with their peers in unusual situations such as hospitalizations, bereavement, separation, or an unexpected emergency.

Friendly Forest Preschool Comparative Income Statement

	Actual 01/07/14 to 30/06/15	Budget 01/07/15 to 30/06/16
REVENUE		
Revenues		
Application Fees	1,450.00	1,400.00
Registration Fees	4,200.00	4,800.00
Student Fees	109,670.50	108,200.00
Fundraising (net)	5,610.10	0.00
Child Care Operating Funding	8,932.40	9,000.00
Childcare Subsidy	0.00	0.00
Field Trip Expenses	-12.05	0.00
Casino Funding	6,987.00	7,000.00
Community Grants	250.00	1,628.00
Fundraising Donations	1,000.00	0.00
Fundraising Opt Out Revenue	4,062.50	10,000.00
Cleaning Opt Out Revenue	1,300.00	1,300.00
Simon Fraser Child Service	15,137.82	15,150.00
T-Shirt Revenue	1,200.00	0.00
Sundry & Interest Income	503.60	500.00
Parent Duty Security	400.00	400.00
Total Revenues	160,691.87	159,378.00
TOTAL REVENUE	160,691.87	159,378.00
EXPENSE		
Programming		
Conference Fees/Courses	544.03	1,800.00
Party Expenses	1,478.53	850.00
Photography	51.27	100.00
Preschool Equipment & Supplies	5,749.74	5,000.00
Miscellaneous Programming	11.29	500.00
Total Programming Expenses	7,834.86	8,250.00
Administrative Expenses		
Accounting/Legal	3,171.01	3,800.00
Advertising	47.54	50.00
Bank Charges	35.24	50.00
Gifts	87.14	100.00
Insurance	2,202.00	2,318.00
Licensing	0.00	25.00
Meetings & Parent Education	498.33	500.00
Office Supplies & Photocopying	232.74	300.00
Preschool Lease	4,401.80	4,426.00
Telephone	853.16	850.00
Utilities	2,833.52	3,000.00
Total Administrative Expenses	14,462.48	15,419.00

Maintenance Expenses

Cleaning Services	3,550.00	3,500.00
Cleaning Supplies	127.13	400.00
Furnishings & Indoor Equipment	499.20	3,500.00
Landscaping & Outdoor Equipment	8,939.87	3,500.00
Maintenance & Repairs	1,054.35	1,500.00
Total Maintenance Expenses	14,170.55	12,400.00

Wage Expenses

Teachers Wages	122,318.73	123,800.00
Substitute Teachers	0.00	500.00
Total Wage Expenses	122,318.73	124,300.00

TOTAL EXPENSE

158,786.62	160,369.00
------------	------------

NET INCOME

1,905.25	-991.00
----------	---------

Carry Over from previous year

991.00

Anticipated Surplus (Shortfall)

0.00

A. Willard
VP, Finance
E. Locke
President

Friendly Forest Preschool Comparative Income Statement

	Actual 01/07/15 to 30/06/16	Budget 01/07/16 to 30/06/17
REVENUE		
Revenues		
Application Fees	1,500.00	1,500.00
Registration Fees	5,160.00	8,000.00
Student Fees	108,250.00	115,200.00
Additional contribution required from parents	10,125.00	4,180.00
Events (net)	2,132.62	2,500.00
Child Care Operating Funding	8,707.72	9,000.00
Childcare Subsidy		0.00
Field Trip Expenses	(410.00)	0.00
Casino Funding	7,000.00	7,000.00
Community Grants	1,630.99	1,628.00
Fundraising Donations	700.00	700.00
Cleaning Opt Out Revenue	1,600.00	1,300.00
Simon Fraser Child Service	11,359.98	12,000.00
T-Shirt Revenue	58.45	0.00
Sundry & Interest Income	5.69	150.00
Parent Duty Security	400.00	400.00
Total Revenues	158,320.45	163,558.00
TOTAL REVENUE	158,320.45	163,558.00
EXPENSE		
Programming		
Conference Fees/Courses	1,762.15	600.00
Party Expenses	642.24	800.00
Photography	162.23	100.00
Preschool Equipment & Supplies	4,782.89	5,000.00
Miscellaneous Programming	550.00	550.00
Total Programming Expenses	7,899.51	7,050.00
Administrative Expenses		
Accounting/Legal	4,491.37	4,200.00
Advertising	0.00	50.00
Bank Charges	59.38	50.00
Gifts	467.41	100.00
Insurance	2,318.00	2,318.00
Licensing	0.00	0.00
Meetings & Parent Education	431.72	450.00
Office Supplies & Photocopying	1,062.15	600.00
Preschool Lease	4,428.70	4,559.00
Telephone	752.18	650.00
Utilities	4,097.45	4,000.00
Total Administrative Expenses	18,108.34	17,177.00
Maintenance Expenses		
Cleaning Services	3,775.00	3,720.00
Cleaning Supplies	593.70	500.00
Furnishings & Indoor Equipment	2,587.92	3,600.00
Landscaping & Outdoor Equipment	1,563.07	3,500.00
Maintenance & Repairs	1,457.27	1,500.00
Total Maintenance Expenses	9,976.86	12,720.00
Wage Expenses		
Teachers Wages	121,262.28	126,111.00
Substitute Teachers	408.00	600.00
Total Wage Expenses	121,670.28	126,611.00
TOTAL EXPENSE	157,684.99	163,558.00
NET INCOME	-1,334.54	-0.00

L. Hilliard
W.P. Grants
E. Peake
President

The additional contribution required from parents for the current year will be \$45 for 3's and \$65 for 4's which is due by the end of September.

RECEIVED

JAN 03 2017

Village of Anmore

VILLAGE OF ANMORE

COMMUNITY GRANT APPLICATION FORM

Date of Application Dec 31 2016Name of Applicant Friendly Forest Preschool AssociationAddress 2505 Sunnyside Road

Main Contact Person(s)

1. Name Lauren Hilliard Position VP, Grants
 Phone (Home) 778 355 0531 (Other) 604 318 8602
2. Name Emma Peake Position President
 Phone (Home) N/A (Other) 604 836 4754

Previous year funding provided by the Village of Anmore to the same organization

Project/Event/Service Garden enhancement Amount Received \$ 877

How were monies spent? Attach a financial statement to this application.

Current year funding request

Project/Event/Service Playscape enhancement Amount Requested \$ 779.51 *off*

How will projected monies be spent? Please complete the attached Budget Projections form.

See attached table #1, quotes, and photo #1

Describe your organization and how its efforts do/might benefit the community

See schedule A

Describe how your organization intends to utilize the projected grant monies for its Project/Event/Service

See schedule BHow many Anmore residents do you anticipate will participate? 13How many non-Anmore residents do you anticipate will participate? 61Anticipated total number of participants 74How will the Village be recognized for its contribution? See schedule B

Identify any long term objectives or goals that the organization is working toward.

To continue to provide, and make accessible and safe, high quality early childhood education to Anmore families and others in the broader community.

*Please provide additional information on separate paper.

BUDGET PROJECTIONS for CURRENT YEAR

REVENUE

Other Grant Monies	\$ _____	(Contributor: _____)
Provincial/Federal Monies	\$ _____	
Participant Fees	\$ _____	
Donations	\$ _____	
Fund Raising	\$ _____	
Other: _____	\$ _____	
_____	\$ _____	
_____	\$ _____	

Total \$ _____

EXPENSES

Venue Rental	\$ _____
Advertising	\$ _____
Speakers	\$ _____
Meals	\$ _____
Refreshments	\$ _____
Equipment Rental	\$ _____
Equipment Purchase	\$ _____
Other: _____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____

Total \$ _____

PROFIT/SHORTFALL \$ _____

FISCAL YEAR-END RESERVE BALANCE:

Description: _____	Amount: \$ _____
_____	Amount: \$ _____
_____	Amount: \$ _____

To the best of my knowledge, the above statements are true as of the date of this application.

Signature *L. Hilliard*
Organization's Applicant

Signature *E. Pardo*
Organization's President or Chair

*See attached
budget for
2016-2017*

BUDGET DETAILS for PREVIOUS YEAR**REVENUE**

Other Grant Monies	\$ _____	(Contributor: _____)
Provincial/Federal Monies	\$ _____	
Participant Fees	\$ _____	
Donations	\$ _____	
Fund Raising	\$ _____	
Other: _____	\$ _____	
_____	\$ _____	
_____	\$ _____	

Total \$ _____

EXPENSES

Venue Rental	\$ _____
Advertising	\$ _____
Speakers	\$ _____
Meals	\$ _____
Refreshments	\$ _____
Equipment Rental	\$ _____
Equipment Purchase	\$ _____
Other: _____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____

Total \$ _____

PROFIT/SHORTFALL \$ _____

FISCAL YEAR-END RESERVE BALANCE:

Description: _____	Amount: \$ _____
_____	Amount: \$ _____
_____	Amount: \$ _____

To the best of my knowledge, the above statements are true as of the date of this application.

Signature



Organization's Applicant

Signature



Organization's President or Chair

*See
attached
details for
2015-2016*

Table 1 – Anmore Community Grant January 2017

Friendly Forest Preschool Association

Project	Details	Cost Estimate
Water conservation: Rain Barrel Water bib faucet	The rain barrel faucet bib is for the children to use the water in the sand area of the playscape. This bib will stop the water from free flowingly, allowing the rain water to last longer.	288.96
Purposeful Safety Measures: 2 Cedar Planter Boxes and stain	Two cedar boxes will be built by members of the preschool and placed on either side of the playscape swing, to provide the children with more access to greenery and remove the ability to play in the backside of the swing area.	490.55
		\$779.51

Handwritten signature/initials

Quote 1



WOLSELEY CANADA INC.
WOLSELEY MECHANICAL GROUP - BC REGION
5950 KINGSLAND DR, BURNABY BC V5B 4W7
PHONE (604) 205-2900 FAX (604) 294-5685

Sold To: 15441
BURNABY GST # R866778566
*** CASH ACCOUNT ***
5950 KINGSLAND DR
BURNABY, BC
V5B 4W7

Project: MATT STEELE

QUOTATION 1022215

Date: 2016 OCT 24

Ship To:
BURNABY GST # R866778566
*** CASH ACCOUNT ***
5950 KINGSLAND DR
BURNABY, BC
V5B 4W7

Special Instructions

***** HST R 866778566 *****
ALL CASH SALES ARE FINAL

Freight: COLLECT

Material					
	Product/Description	Qty	um	Unit Price	Extension
001	NLHAW 6252EHLF BIB FAUCET ROUGH BRASS	1	EA	\$258.00	\$258.00
	NON-RETURNABLE ITEM _____				

** Quotation valid for a period of 30 days **
Return or Exchange must be arranged by your Sales Associate.
All returns will incur a minimum 25% handling charge.
All custom or special order products cannot be cancelled or refunded.
I have read and understood the terms & conditions of sales for the
products I have ordered.

SUBTOTAL	\$258.00
GST	\$12.90
PROV TAX	\$18.06
TOTAL	\$288.96

WRITTEN BY
JIM WALKER

Page 1 of 1

Secure Checkout



AIR MILES

Enter your AIR MILES® Collector Number to earn Miles on every purchase.

We are unable to issue AIR MILES to Collectors in NS, NB, PEI, and NFLD at this time. For information and promotional details on our AIR MILES Reward Program, [click here](#).

Payment Information



Use Saved Credit Card

Card Number

XXXX XX XX XXXX XXXX

CVV [What's this?](#)

CVV

Card Holder's Name

Expiration Date

Jan - 1

2017

☐ Remember payment

Check Out with **PayPal**



[Learn more](#)



Billing Address

*Indicates required field.

☐ Same as shipping address

First Name*

Last Name*

Billing Address*

City*

Province*

Postal Code*

Country*

Billing Phone Number*

Email Address* (For order status.)

☒ Save Address for future use

☐ Yes, I want to receive Lowe's Canada promotions, sales, and daily deals by email. I can unsubscribe at any time. [Email Consent Terms](#)

Billing Summary

Item Total	\$437.99
Shipping	Included
Tax (GST)	\$21.90
Tax (PST)	\$30.66
Total	\$490.55

Have a coupon code?

[Validate](#)

If you have a promo code enter it here.

[Complete Order](#)

☐ Create an account.

Shopping Cart Summary [Edit Cart](#)

All Things Cedar Double Raised Garden Earth Box

SKU: 8970050 Model: 0

Size: 6-ft L

Quantity: 2
Price Each: \$197.00

Shipping:

Vendor Direct Delivery~

Expected to ship on 1/30/2017



Para Cedarcare Protector Gallon Size Container Tintable Cedar Exterior Stain

Lowe's Item #: 596602 SKU: 12672970 Model: 9810487501

Quantity: 1
Price Each: \$43.99

Shipping:

Store Pickup (Prince George): Most orders ready in 1 hour, some orders may take up to 24 hours. You will receive an email when your order is ready for pick-up.



Village Of Anmore Community Grant January 2017

Friendly Forest Preschool Association

Playscape Maintenance

Schedule A

Friendly Forest Preschool Association has been an integral landmark within the Village of Anmore and for more than 30 years, has been operating as Anmore's preschool of choice. The preschool was developed by a group of Anmore residents, with a vision for seeing a non-profit, innovative and developmentally appropriate early childhood learning center offered within their community. The operation and administration of the preschool is shared by the parents of the children enrolled at the preschool, and these families all have a deep respect for the preschool, the philosophy, the excellent teachers, and the community of Anmore. The preschool primarily services the Village of Anmore and the Village of Belcarra, however, due to Friendly Forest Preschool's stunning location in the woods, it's amazing curriculum and it's award winning teachers, families living in the surrounding communities of Port Moody, Coquitlam, and even Maple Ridge choose this sought-after preschool. As such, applications are accepted on a first come, first served basis, and the preschool has been operating at 98%-100% capacity since the preschool opened its doors in 1985 and continually holds a lengthy waitlist.

Friendly Forest is an inclusive preschool, with an "open door" policy, that welcomes children of all abilities and backgrounds, and enthusiastically invites volunteers and members of the community to share their expertise. The emergent curriculum provides the students the chance to develop an appreciation and respect for the environment around them. Friendly Forest Preschool provides children with opportunities to learn about cultures from around the world, as well as, traditions within the Anmore community. Friendly Forest Preschool strives to provide children with opportunities to explore their curiosity through play and develop into confident, globally aware and passionate citizens.

The preschool remains a very important community asset. In its 30 year history, many families from Anmore have been active Friendly Forest parents. The preschool playground and community-learning garden are open for use by the preschool children as well as the broader Anmore community. Friendly forest has a reputation through out Anmore and the tri-cities as being a high caliber sought after preschool in an incredible location and the families who attend there, regardless of their domicile, feel immense pride, respect and appreciation toward the Village of Anmore. The preschool was voted the number 1 preschool in the tri-cities by the Tri-City news in 2015.

Friendly Forest Preschool is eager to be an active component of the Village of Anmore, and is working toward finding ways to do so in 2017 and in the future. After reviewing the notes from our meeting with the Village of Anmore in

November, the Friendly forest board is excited to work with the Village of Anmore building a strong connection. We are excited for the opportunity to work with the Village of Anmore Garden club and about the possibility of having our school represented and attending various community events. We are looking forward to enhancing our alliance with the Village over the next year and we very much appreciate the opportunity to receive funding from the Village. We will continue to recognize the contributions received from the Village of Anmore at our Annual General Meeting, in our newsletter, in our board minutes, and also our website.

Schedule B

In keeping with the preschools initiatives to provide opportunities for children to learn through play outdoors in a safe enriching environment, the preschool would like to use monies from the grant for supplies to build two cedar boxes to frame off a safety zone around an existing swing bench. By using greenery to build a fence, the boxes will add to the play area esthetically and also provide a barrier to stop children from venturing behind the swing to play.

In addition, Friendly Forest preschool is always looking to reduce it's ecological footprint. Last year, we were granted additional rain barrels from the Village of Anmore to use in the community garden. Also, the students use hand towels (wash after each use by parents) instead of paper towels, reusable dishes, and the teachers limit the amount of plastic goods brought into the classroom. To further our environmental initiative, we would like to install a water bib to the rain barrel in the children's sand area so that there is no longer an opportunity to let the water continually run. By doing so, we will be giving the students more opportunities to play with water and reduce the environmental impact of wasting water.

Friendly Forest Preschool Comparative Income Statement

	Actual 01/07/14 to 30/06/15	Budget 01/07/15 to 30/06/16
REVENUE		
Revenues		
Application Fees	1,450.00	1,400.00
Registration Fees	4,200.00	4,800.00
Student Fees	109,670.50	108,200.00
Fundraising (net)	5,610.10	0.00
Child Care Operating Funding	8,932.40	9,000.00
Childcare Subsidy	0.00	0.00
Field Trip Expenses	-12.05	0.00
Casino Funding	6,987.00	7,000.00
Community Grants	250.00	1,628.00
Fundraising Donations	1,000.00	0.00
Fundraising Opt Out Revenue	4,062.50	10,000.00
Cleaning Opt Out Revenue	1,300.00	1,300.00
Simon Fraser Child Service	15,137.82	15,150.00
T-Shirt Revenue	1,200.00	0.00
Sundry & Interest Income	503.60	500.00
Parent Duty Security	400.00	400.00
Total Revenues	160,691.87	159,378.00
TOTAL REVENUE	160,691.87	159,378.00
EXPENSE		
Programming		
Conference Fees/Courses	544.03	1,800.00
Party Expenses	1,478.53	850.00
Photography	51.27	100.00
Preschool Equipment & Supplies	5,749.74	5,000.00
Miscellaneous Programming	11.29	500.00
Total Programming Expenses	7,834.86	8,250.00
Administrative Expenses		
Accounting/Legal	3,171.01	3,800.00
Advertising	47.54	50.00
Bank Charges	35.24	50.00
Gifts	87.14	100.00
Insurance	2,202.00	2,318.00
Licensing	0.00	25.00
Meetings & Parent Education	498.33	500.00
Office Supplies & Photocopying	232.74	300.00
Preschool Lease	4,401.80	4,426.00
Telephone	853.16	850.00
Utilities	2,933.52	3,000.00
Total Administrative Expenses	14,462.48	15,419.00

Maintenance Expenses

Cleaning Services	3,550.00	3,500.00
Cleaning Supplies	127.13	400.00
Furnishings & Indoor Equipment	499.20	3,500.00
Landscaping & Outdoor Equipment	8,939.87	3,500.00
Maintenance & Repairs	1,054.35	1,500.00
Total Maintenance Expenses	14,170.55	12,400.00

Wage Expenses

Teachers Wages	122,318.73	123,800.00
Substitute Teachers	0.00	500.00
Total Wage Expenses	122,318.73	124,300.00

TOTAL EXPENSE	158,786.62	160,369.00
----------------------	-------------------	-------------------

NET INCOME	1,905.25	-991.00
-------------------	-----------------	----------------

Carry Over from previous year		991.00
--------------------------------------	--	---------------

Anticipated Surplus (Shortfall)		0.00
--	--	-------------

L. Hillier *NP, Grants*
E. Peake *President*

Friendly Forest Preschool Comparative Income Statement

	Actual 01/07/16 to 30/06/16	Budget 01/07/16 to 30/06/17
REVENUE		
Revenues		
Application Fees	1,600.00	1,600.00
Registration Fees	5,160.00	6,000.00
Student Fees	106,250.00	115,200.00
Additional contribution required from parents	10,125.00	4,180.00
Events (net)	2,132.62	2,500.00
Child Care Operating Funding	8,707.72	9,000.00
Childcare Subsidy		0.00
Field Trip Expenses	(410.00)	0.00
Casino Funding	7,000.00	7,000.00
Community Grants	1,630.99	1,628.00
Fundraising Donations	700.00	700.00
Cleaning Opt Out Revenue	1,600.00	1,300.00
Simon Fraser Child Service	11,359.98	12,000.00
T-Shirt Revenue	68.45	0.00
Sundry & Interest Income	6.69	150.00
Parent Duty Security	400.00	400.00
Total Revenues	156,320.46	163,558.00
TOTAL REVENUE	156,320.45	163,558.00
EXPENSE		
Programming		
Conference Fees/Courses	1,782.15	600.00
Party Expenses	842.24	800.00
Photography	182.23	100.00
Preschool Equipment & Supplies	4,782.89	5,000.00
Miscellaneous Programming	550.00	550.00
Total Programming Expenses	7,699.51	7,050.00
Administrative Expenses		
Accounting/Legal	4,491.37	4,200.00
Advertising	0.00	50.00
Bank Charges	59.38	50.00
Gifts	467.41	100.00
Insurance	2,318.00	2,318.00
Licensing	0.00	0.00
Meetings & Parent Education	431.72	450.00
Office Supplies & Photocopying	1,082.15	600.00
Preschool Lease	4,428.70	4,559.00
Telephone	752.16	850.00
Utilities	4,097.45	4,000.00
Total Administrative Expenses	18,108.34	17,177.00
Maintenance Expenses		
Cleaning Services	3,775.00	3,720.00
Cleaning Supplies	693.70	500.00
Furnishings & Indoor Equipment	2,587.92	3,500.00
Landscaping & Outdoor Equipment	1,563.07	3,500.00
Maintenance & Repairs	1,457.27	1,500.00
Total Maintenance Expenses	9,976.85	12,720.00
Wage Expenses		
Teachers Wages	121,282.26	126,111.00
Substitute Teachers	408.00	500.00
Total Wage Expenses	121,690.26	126,611.00
TOTAL EXPENSE	157,854.99	163,658.00
NET INCOME	-1,334.54	-0.00

*L. Hillier
NP, Grants*

*E. Parks
President*

The additional contribution required from parents for the current year will be \$45 for 3's and \$65 for 4's which is due by the end of September.

PROTECTIVE SERVICES COMMITTEE MEETING MINUTES

VILLAGE OF ANMORE



Minutes of the Protective Services Committee Meeting held on Thursday, May 12, 2016 in the portable classroom at Anmore Elementary School, 30 Elementary Road, Anmore, BC

Members Present

Councillor Ann-Marie Thiele, Chair
Sheri DeVito
Mel Mercier
Olen Vanderleeden (via telephone)

1. Call to Order

Chair Thiele called the meeting to order at 7:12 p.m.

2. APPROVAL OF THE AGENDA

It was Moved and Seconded:

"That the Agenda be approved."

Carried Unanimously

3. MINUTES

(a) Minutes of the Meeting held on March 31, 2016

It was Moved and Seconded:

"That the Minutes of the Protective Services Committee Meeting held on March 31, 2016 be adopted, as amended."

Carried Unanimously

Notation of amendments made to the March 31, 2016 Minutes of the Protective Services Committee Meeting are listed under item 6 – Business Arising from the Minutes.

4. BUSINESS ARISING FROM THE MINUTES

- Committee requested correction to the March 31, 2016 minutes - page 2, item 6, last paragraph with reference to Chair Thiele having written a report following the review of the Wildfire Protection Plan.
- Chair Thiele reported that she has not yet contacted Mr. Blackwell to request a copy of his slide presentation, but will do so.

Sheri Devito joined the meeting at 7:25 p.m.

It was Moved and Seconded:

“That the Protective Services Committee take a short recess.”

Carried Unanimously

The meeting recessed at 7:25 p.m.

It was Moved and Seconded:

“That the Protective Services Committee reconvene.”

Carried Unanimously

The meeting reconvened at 7:30 p.m.

Chair Thiele requested action items to be referred to staff, rather than herself and to be reflected in the March 31, 2016 minutes to read as follows:

Action Item: Staff to contact Crown Lands and BC Hydro to request a status update regarding their fuel management and emergency plans.

Action Item: Staff to contact BC Transmission Corporation to ensure power line safety and continuing management.

5. UNFINISHED BUSINESS

Nil

6. NEW BUSINESS

(a) Wildfire Protection Plan Report

The report was reviewed. A member suggested that the report be referred to the Fire Department for comment.

It was Moved and Seconded:

“That the Protective Services Committee Wildfire Protection Plan Report, in its final draft form, be referred back to Council for consideration.”

Carried Unanimously

7. ADJOURNMENT

Chair Thiele called the meeting adjourned.

The meeting adjourned at 7:40 p.m.

Certified Correct:

C. MILLOY

Christine Milloy
Manager of Corporate Services

Approved:

A. THIELE

Councillor Ann-Marie Thiele
Chair, Protective Services Committee



Ripe TX

#215 – 1080 Mainland Street
Vancouver, BC V6B 2T4
Work: [604 971 6200](tel:6049716200)
www.riperides.ca

Village of Anmore
2697 Sunnyside Road
Anmore, BC V3H 5G9
January 25, 2017
Attention: Village Clerk

Our company, Ripe Holdings Inc. (license no. 72137), is applying to the Passenger Transportation Board (PTB) for 150 new taxi licenses that will be able to pickup and drop-off from anywhere in the Greater Vancouver Regional District. These taxis will all be digitally dispatched, meaning no top lights, flagging, or use of taxi stands.

Included with this letter are our completed forms that were submitted to the PTB.

Regards,

Ripe Holdings Inc.
215 – 1080 Mainland Street
Vancouver, BC V6B 2T4

RECEIVED

JAN 31 2017

Village of Anmore

